

APPLEWORKS

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Information & News for AppleWorks Users

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Two Simple Templates for the Home

Manage Tax Deductions and Make Shopping Easier with Two Templates for AppleWorks

This month's cover article is a bit different for us. We usually discuss more "serious" topics than shopping. But we don't want to neglect topics of this nature, since they can be of value to many AppleWorks users. Let us know if you would like to see more of this kind of article.

Using Your Database to Shop

Here's a simple worksheet to help you make the mundane chore of grocery shopping easier. Assuming that you do most of your shopping at the same store each time, you can create a list of the items you need grouped by aisle number so that when you are in aisle #7 you know what items are there that you need. This might not sound like a serious AppleWorks application, but wait till you try it. It saves time and money as you concentrate on what you need and not on impulse buying.

The AppleWorks database is perfectly suited for this task and the setup is very simple. Create a database from scratch and call it SHOPPING LIST. The categories should be labeled as follows:

Need
Amount
Aisle

Item
Food Group
Brand/Flavor

Using the record insert mode, list all of the items you can think of that you might buy at your favorite grocery store. You might be able to list over 200 items from memory without specifying brands or flavors. The initial list will undoubtedly be incomplete but additional items can be added easily. When entering the items, fill out just the Item category and the Food Group category. We'll fill out the remaining categories later.

In the Group category classify each item as shown below. Add additional groups if you wish.

BK	Bakery
BR	Bathroom
BV	Beverages
CG	Canned Goods
CL	Cleaning Items
DR	Dairy
MC	Miscellaneous
MD	Medical
MT	Meats
PP	Paper Products
SN	Snacks
ST	Staple Items
VG	Vegetables
UN	Unlisted Items

While still in the record insert mode add 14 records that contain the complete name food group shown in the list — but place the name in the Need category. In other words, the records will be completely blank except for the food group name, spelled out completely, in the Need category. See Figure 1.

Since we may need to add more items, insert at least two records for each group containing only underlines in the Need category and the Food Group code in the Food Group category. To these records add a X to the Group Code ie., BKX, BRX, MTX, etc. See Figure 2. Finally, to beautify the list, insert one record per group that contains only the Food Group code; but add two X's to the code, for example, BKXX, BRXX, MTXX, etc.

Sorting The List

After doing all of the above, press Open Apple - Z and go to the multiple record layout mode. Place the cursor on the Item column and sort this category from A to Z. Next place the cursor on the Food Group column and sort this category in the same way. You now have the Master List. Notice that the blank lines appear at the bottom of each group. When new items are added perform the above sorts again in the same sequence - first Item, the Group Code. Figure 3 shows a completed database.

Add the blank lines to the unfilled categories of each record by entering them in the first record, then using the "ditto" command

(Open Apple - “) to repeat them down the list.

Finding The Items

The Master List is now ready for the addition of Aisle numbers. Create a tables report entitled Master and adjust the column widths for clarity and expand Items etc. Print the Master List, go to the store and find the items shown. Record the aisle numbers and then enter them into the database. (Some supermarkets have lists available for you.)

Now that we have created the Master List, save it on a data disk using Open Apple - S. When it is time to go shopping again, recall the Master List to the screen. Enter a X in the Need column by each item that you want to buy. Enter the Amount and Brand/Flavor if necessary.

Selection: All records

Record 1 of 1

NEED: BAKERY
AMOUNT: -
AISLE: -
ITEM: -
FOOD GROUP: -
BRAND/FLAVOR: -

Type entry or use 9 commands 9-2 1

Figure 1: Entering food group records into the shopping List database.

After all necessary items have been X'ed go to the report menu with Open Apple - P and create a new tables style report entitled Shopping List. Print only the items selected by typing:

Open Apple - R
Select Need category
Select "Contains"
X
Escape (return to Report Format)

Predict Your Bill

Really efficient shoppers may want to add the following enhancement. How about predicting the total cost of your grocery bill for the trip ahead of time? This can be done by adding an additional category to the Master List containing the price per item. Since prices change they should be updated occasionally.

Record 2 of 2

NEED: _____
AMOUNT: -
AISLE: -
ITEM: -
FOOD GROUP: BEX
BRAND/FLAVOR: -

Type entry or use 9 commands 9556 Avail.

Figure 2: Extra blank record with underlines in the Need category.

File: SHOPPING LIST			
Report: ALL			
NEED	AMT	AISLE	ITEM
BAKERY			
----	----	----	----
----	0	----	BISCKETS
----	4	----	BISCUITS
----	3	----	BREAD
----	4	----	BROWNIE MIX
----	4	----	CAKE ICING
----	4	----	CAKE MIX
----	4	----	CHOCOLATE CHIPS
----	3	----	CUP CAKE
----	3	----	DONUTS
----	3	----	EGG LISH PUFFINS
----	4	----	FLOUR
----	3	----	HAMBURGER BUNS
----	3	----	HOT DOG BUNS
----	4	----	MITS
----	----	----	----
BATHROOM ITEMS			
----	15	----	CONDITIONER
----	15	----	DEODORANT
----	15	----	HAIR SPRAY
----	15	----	HAND CREAM
----	15	----	RAZOR BLADES
----	15	----	SHAMPOO
----	15	----	SHAVING CREAM
----	15	----	TOOTH BRUSH
----	15	----	TOOTH PASTE
----	----	----	----
BEVERAGES			
----	0	5	ALIVE
----	7	7	UP
----	16	----	APPLE JUICE
----	10	----	MILK
----	10	----	CRUI MIX
----	10	----	CUP FEE
----	10	----	CUP FEE FILTERS
----	10	----	CUP FEE PATE
----	7	----	CUP FEE COLA
----	7	----	DR PEPPER
----	5	----	GATOR AID
----	7	----	GINGER ALE
----	5	----	GRAPE JUICE
----	5	----	HIGH C BROWN
----	7	----	KRILL AID
----	7	----	RUDI BEER
----	7	----	SPLITE

Figure 3: Complete Database.

Tax Time

Finding Those Deductions

One of the most profitable things that a person can do at this time of year is to find as many tax deductible items as possible. This treasure hunt should begin with your checkbook.

In issue 2-2 of the Main Menu, we described how to build a useful check register in AppleWorks. This description is briefly repeated in the sidebar that accompanies this article ("A Quick Check Register"). If you have put your checkbook on an AppleWorks spreadsheet as described here, then the task is greatly simplified. If not, begin with the check register summary in this issue, then return to this article.

Getting Started

Start with the checkbook template that you created. If you just created it using the description in this issue, be sure to save it to disk. Since we are going to make some major changes to the presentation, change the name of the file to TAX DEDUCTIONS using the Open Apple - N command.

The key in separating out what we want is the prior coding of the applicable checks. All is not lost if you have not yet done this task. It can be done at any time without causing a major alteration in the file. Just enter the codes that have been missed. When finished, your checkbook should look like the one in Figure 1.

Any coding system can be used. The checkbook template contained in this example permits any combination of two letters and numbers. The total combinations exceed one thousand possible codes. In fact, most people have only three categories of tax deductible items, charity, medical, and professional or business expenses.

Sorting the Checkbook

To separate the coded items, go to the top of the check register and place the cursor in the Account Code column, labeled AC in the example. Press Open Apple - A and highlight the entire spreadsheet by pressing Open Apple - 9. Select Labels from A to Z as the sorting order.

Now let's clean up the register by erasing all columns to the right of the Amount column. Use the Open Apple - D command for this. Be sure you have a version of this file saved onto disk before deleting columns! Do not save this file over the one on disk.

The sorting done earlier arranged the checkbook by Account Code. Checks with no codes are placed first. Further down the file come the A's, then the B's, and so on. Erase the unwanted checks using the Open Apple - D command. We still have the checks bunched together in Account Code order.

Now, separate the groups by inserting blank rows with the Open Apple - I command. Insert about 5 blank rows between each group. You now have space to type the headings for each group, CHARITY, MEDICAL, and so on.

The final task is to summarize the amount of checks in each category. Place the cursor in the Amount column approximately two rows below the last check in each category. Type

@SUM(

then move the cursor to the top entry in that group and press the period. Move the cursor to the bottom entry in the group to highlight the entire range of entries, then press Return. Finally, type a ")" to complete the formula. Do this for each group in your file. Figure 2 shows an example.

Print the results as a final hard copy of your deductible expenditures.

Sidebar...

A Quick Check Register

This description is derived from an article in issue 2-2 of the Main Menu ("Where Does All the Money Go?"). It shows you how to build a simple check register in the AppleWorks spreadsheet. Use this register for the techniques described in the Tax Time article this issue.

Begin by creating a new spreadsheet file from scratch. Next, use the Open Apple - L command to adjust the column widths of individual columns to match those shown in Figure 1. Notice that columns B,D,F,H,J,L, and N are only one character wide. Also use the figure as a guide to placing the column headings and other labels on the worksheet. The narrow columns contain the | character (located above the \ key).

Enter the formula for the balance in cell O18:

+O17+M18-I18

Now copy this formula down column O: Press Open Apple - C, then press Return twice. Press the down arrow, a period, then the down arrow again as many times as you like. When asked, specify Relative for each cell reference.

Format the columns containing dollar amounts using the Open Apple-L command and the Fixed numeric option. Be sure to enter the account codes where specified; this will come in handy for tax purposes.

Be sure to enter the date as a label by typing a quote mark before entering the information. Type an X in column K when your check clears the bank.

Sort column G to determine the amount of transactions that apply to specific people or institutions. Sort column K to see which checks have not come in by the end of the month. You can total the results after sorting.

Continued on the following page.

ACCOUNT	Household
BANK	Leaky State Bank And Trust
ACCOUNT #	123-4567-ABC
START DATE	January 1, 1987
END DATE	June 30, 1987
ACCOUNT CODES	(Any combination of two letters and numbers)
c = charity	l = Loans
cl = clothes	m = medical
e = entertainment	p = professional
f = food	t = transportation
h = housing	u = utilities

DATE	CHECK	IA	DESCRIPTION	AMOUNT	DEPOSIT	BALANCE
(LABEL)	(NUMBER)	(C)				
07.04.08	70591		Balance Forward	15.00		678.90
07.04.08	70601		IGrocer	16.62		663.90
07.04.09	70611		ICash	15.00		647.28
07.04.10	70621		Heat Market	30.00		617.28
07.04.10	70631		Life Insurance	109.65		492.63
07.04.11	70641		IGrocer	15.00		477.63
07.04.11	71431		Water Bill	29.46		448.17
07.04.14	70651		Church	10.00		438.17
07.04.14	70661		Mortgage	378.00		60.17
07.04.14	70651		Car Payment	182.45		-122.28
07.04.14	70661		Credit Card	61.00		-183.28
07.04.14	70671		Computer Store	75.00		-258.28
07.04.14	70681		Software	30.00		-288.28
07.04.15	70701		Business Journal	10.00		-298.28
07.04.15	70711		Loan shark	202.48		-500.76
07.04.16	70721		Cash	20.00		-480.76
07.04.16	70731		Tournament	25.00		-505.76
07.04.16	70741		IGrocer	15.00		-520.76
07.04.17	70751		Gas Station	22.77		-543.53
07.04.17	71761		Paycheck		37.82	-505.71
07.04.17	71771		Gas Card		25.00	-480.71
07.04.17	71781		Newspaper		17.00	-463.71
07.04.19	71791		Haircut		25.66	-438.05
07.04.19	71801		IGrocer		43.67	-404.38
07.04.21	71811		ICash		20.00	-384.38
07.04.21	71821		Heat Market		27.81	-356.57
07.04.22	71831		Vacation Deposit		425.40	6.83
07.04.23	71841		ICash		50.00	56.83
07.04.23	71851		Eating		12.30	44.53
07.04.29	71871		Credit Card		40.00	4.53

Figure 1: Example of a filled out check register, ready for alterations.

DATE	CHECK	IA	DESCRIPTION	AMOUNT
(LABEL)	(NUMBER)	(C)		
CHARITY				
07.02.23	69871		United Way	50.00
07.04.14	71051		Church	10.00
07.05.27	72781		Church	30.00
07.06.12	73441		Red Cross	20.00
07.08.04	75021		Church	25.00
07.10.13	76221		March of Dimes	15.00
TOTAL				150.00
MEDICAL				
07.03.12	68971		Dentist	87.50
07.09.23	75551		Eye Test	50.00
07.10.08	75901		Glasses	110.00
TOTAL				247.50
PROFESSIONAL				
07.04.14	70671		Computer Store	75.00
07.04.14	70681		Software	30.00
07.04.15	70701		Business Journal	10.00
07.04.17	71771		Newspaper	25.00
TOTAL				140.00

Figure 2: Completed tax deduction break-out using the check register template.

Figure 1: This is the simple check register template. Use this to track your personal or business checks and for specifying your deductible expenditures at tax time.

Use the column indicators as a guide to placing your headings and other labels onto the worksheet.

[illegible]

do this, get to BASIC and type:

PRINT PEEK(FBBF)

The result will indicate the version of ROM you have. If you see \$ff, you have an old ROM and should look into an upgrade. If you see \$00, you're alright. If you see \$03, and you have an Apple or Apple-standard memory card, you might need the current ROM, which shows the value of \$04.

UltraMacros Programmers Syntax tip

If you've been trying your hand at UltraMacros programming, you may have run into a number of syntax errors in your macros. After looking at the manual and the macro, the problem is not apparent.

Well, this could be caused by the omission of spaces between elements of your macro. It's unlikely that too many spaces will cause problems, but not enough will cause problems in some cases. When in doubt...space.

Random Tips

Toward a More Perfect AppleWorks Program

Saving Memory & Disk Space

AppleWorks 2.0 comes with several versions of program code for different systems. If you have a IIgs, AppleWorks uses the code segment called SEG.RM, and you can delete SEG.00. If you don't have a IIgs, delete SEG.RM. If you don't have Apple-brand extra memory, you can delete SEG.XM.

Deleting the unused segments will save room on your Program disk or RAM disk. Be sure to use a backup copy of AppleWorks before deleting files.

IIC Slots and Drives

This tip comes from Charles Blue, a subscriber in San Diego, California.

Last month we included a quick slot and drive lesson. But it didn't quite give all the details for Apple IIc owners. Here's a clarification.

Your internal drive is always Slot 6, Drive 1. If you have a 5.25-inch external drive, it's accessed as Slot 6, Drive 2. If you have a 3.5-inch external drive, it's accessed as Slot 5, Drive 1.

If you bought an early IIc, you might have an old ROM chip and your computer will not recognize a 3.5-inch drive. You can check your version of the ROM chip by PEEKing into location FBBF. To

Using AppleWorks with Memory Expansion (Part 4)

In this series of articles on using AppleWorks with memory expansion, we've tried to provide details about setting up your AppleWorks system for maximum efficiency.

In the first part of the series, we described the advantages of memory expansion and some of the different ways it can be used with AppleWorks. Of course, the setup and use of RAM disks has been a main topic. We've also talked about the differences between the desktop space and RAM disk space.

Focusing on Applied Engineering and Checkmate Technology RAM expanders, we described ways of setting up RAM disks and altering their size. Using some of the software that comes with these products, we showed how to automate the process of configuring a RAM disk and loading AppleWorks and anything else onto the RAM disk. We also showed how to expand AppleWorks so that it recognizes the RAM disk. A simple BASIC program provided in the previous issue can be used to automate the entire process.

This issue we'll discuss the use of Apple-brand memory cards and using RAM on the Apple IIgs.

The Apple IIgs

The Apple IIgs comes with 256k of RAM, although most are sold with 512k. If you have the minimum configuration, AppleWorks version 2.0 will provide about 125k of desktop space. AppleWorks will automatically load itself into RAM and, if you fill up the 125k of desktop, AppleWorks will be

"pushed out" of RAM since it is occupying the same space as the desktop. You do not have the option of using a RAM disk. But you'll find that AppleWorks operates very quickly, since it will be in memory and using the full speed of the 16-bit processor on the Apple IIgs.

If you do not have at least 512k of RAM, you will see the Program Launcher when you boot the System Disk. See Figure 1.

If you have 512k or more RAM, you will see the Finder when you boot your System Disk. See Figure 2.

Notice the RAM Disk icon on the right side of the screen. This indicates that a RAM disk was configured. To configure a RAM disk, go into the IIgs Control Panel (by holding down the Option key when you turn on the computer, then choosing option 1) and choose the *RAM Disk* option.

Each time you enter the RAM Disk configuration option from the Control Panel, you will erase any existing settings. Using the arrow keys, set the minimum and maximum RAM disk size you desire. Typically, you'll want to enter the same number into both settings.

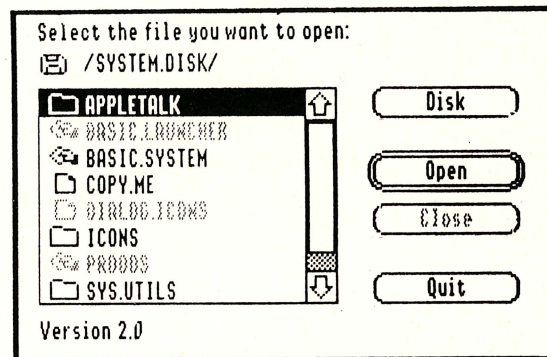


Figure 1: The Apple IIgs Program Launcher. This appears on systems with less than 512k of RAM.

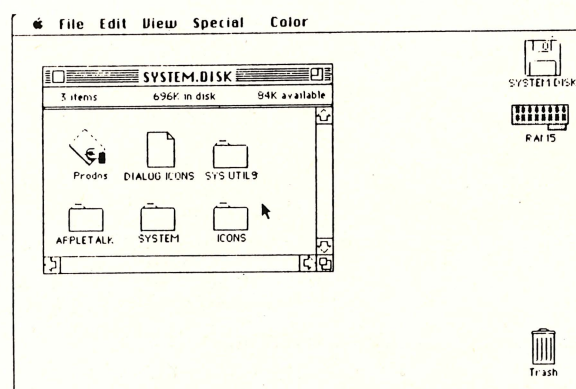


Figure 2: The Apple IIgs Finder. This appears on systems with 512k or RAM or more. Notice the RAM Disk shown to the right of the screen, indicating that a RAM disk was installed.

Now when you boot the system disk, your RAM disk will be active. You can use the normal Finder commands and activities to copy information from any disk into the RAM disk (that is, use the mouse to move the file icons from one disk and drop them into the RAM disk icon).

The Apple IIgs Finder provides a convenient way of copying disks, renaming disks and files, creating subdirectories and other file utilities. You can also go from the Finder into any other application by double-clicking on the appropriate icon. For more details about the Finder, refer to chapters 3 and 4 of the *Apple IIgs System Disk User's Guide*.

When your RAM disk is active, you might be able to copy AppleWorks into the RAM disk (provided the RAM disk is large enough) and run AppleWorks from the RAM disk instead of from your floppy disk.

In addition, AppleWorks will automatically recognize that the RAM disk exists and will let you save and load files to and from the

RAM disk. The RAM disk is accessed as Slot 5, Drive 2. See Figure 3.

If you are using two 3.5-inch disk drives with your Apple IIgs, they are normally accessed as Slot 5, drives 1 and 2. However, after installing a RAM disk as described above, the second drive (Slot 5, Drive 2) will now be accessed as Slot 2, Drive 1 and the RAM disk assumes the location of Slot 5, Drive 2.

The Apple IIe

Using an Apple-brand memory card on the Apple IIe, AppleWorks will automatically load itself into RAM and take all free memory for the desktop. This is fine if you don't care about a RAM disk.

To configure a RAM disk, you need to format the RAM disk just like any other blank disk. This must be done with a program that can locate the extra memory and format it, such as Copy II Plus or the Filer program.

Using Copy II Plus, the RAM will appear in Slot 3, Drive 2 as "inac-

tive." After formatting Slot 3, Drive 2 with the Format command, the RAM disk will be "active" and you can copy files to it like any other disk.

AppleWorks 2.0 will recognize a formatted (or active) RAM disk and let you save files to it and load files from it.

A Note About Adding Chips

The Apple IIgs expanded memory card can be configured with 256k, 512k, or 1 meg. The computer will not recognize any other configuration. In fact, it may crash if you attempt any other configuration. This is important for those wishing to add more chips to their memory card.

Using AppleWorks With Expanded Memory

4-part series

This 4-part series about AppleWorks and expanded memory appears in issues 1-3 through 1-6 of the Journal.

Complete your set by adding any missed issues for \$4 each issue. Be sure to specify the parts you want to receive. Send \$4 per issue to:

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San Diego, CA 92121

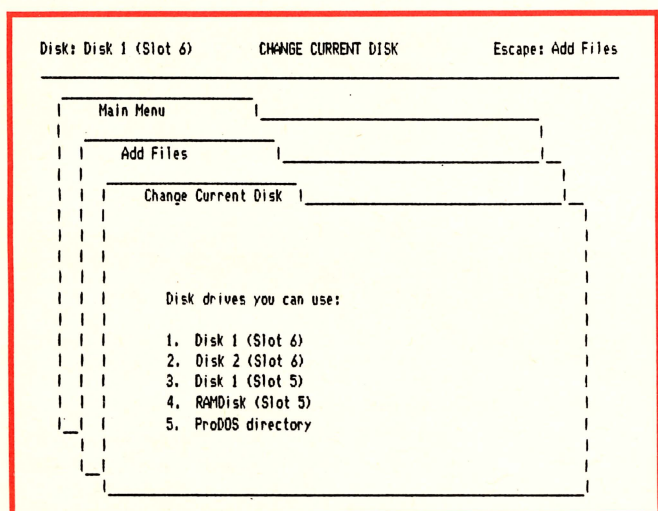


Figure 3: AppleWorks lets you save and load files from the RAM disk.

Tips & Tricks

Tips & Tricks

T



Tips & Tricks & Tips & Tricks

Changing the Find Command in the Database

Whenever you use the database Find command after having used it once already, AppleWorks will display your previous criteria. In other words, your last entry is used as the default for subsequent finds.

Many people find that convenience very inconvenient and end up deleting the old information every time. If you're one of those people, you'll appreciate this patch by Randy Brandt. It cancels the default find criteria so you can enter new criteria each time without erasing the old stuff. Here's what to do: First, get to BASIC and type

```
Call -151
300: A9_0_8D_85_D_24
(underlines represent spaces)
```

```
<insert the AppleWorks Program disk>
```

```
BSAVE SEG.M0,T0,A768,L6,B$1F81
```

Now run AppleWorks again. Test the results by using the Find command twice in the database. The second time should come up blank.

Counting Database Records

The idea for this trick and the macros were submitted by Robert B. Meyer, a subscriber in Chicago, Illinois.

One feature that you might like to add to the AppleWorks database is the ability to see the total number of records that are found with the Find command or record selection rules.

In issue 1-5, page 32 of the Exclusive Reference newsletter (one of our former publications), we described a way of counting database records using an extra category which contains the number "1" for every record. By totalling this category in a report, and printing to the screen, you can see the total number of records in the database or in a selected set of records.

This technique works well, but it does not work on records found with the Open Apple - F command, and it requires that you print the report to get the total. Here is a set of macros that you can invoke at any time in the database multiple record layout mode; it will tell you how many records are "active."

```
N:<adb: x = 1: onerr goto ba-*:
begin: oa-down: x = x + 15:rpt>!
```

```
M:<adb: x = 1: onerr goto ba-&:
begin: down: x = x + 1: rpt>!
```

```
<ba-*>:<adb: x = x - 15: oa-up: onerr
goto ba-&: begin: down: x = x+1: rpt>!
```

```
<ba-&>:<adb: $1 = "Total is " + str
$x + "." + " Press any key "><msg
$1><key:msg "">: stop>!
```

If you place the cursor at the first record on the screen, use Solid Apple - N. If you place the cursor on any other record, use Solid Apple - M and you'll get the count of the records below the cursor.

Soft Lock for Database Categories

This trick was requested by Gary Pigg of Gridley, California, who writes, "One problem I have that no one ever mentions is the lack of a soft lock on database categories."

A soft lock for database categories is a feature that would automatically cause the cursor to pass over certain fields that you have "locked out" from entry. This is handy for many reasons, but the most obvious one is to protect certain fields from being changed or entered into.

In the multiple record layout, you can use the Open Apple - L command to actually remove categories that you don't want altered; but in the single record view, you cannot.

Using UltraMacros, a soft lock can be installed as soon as you boot AppleWorks. Here's the macro that performs the lock:

Start

```
K:<adb posn A,B: if A = 2 then del bell
rtn else if A = 5 then del bell rtn else if A
= 7 then del bell rtn else sa-M sa-K rpt>!
```

```
M:<adb: W = key print chr$ W>!
```


To make this macro take affect when you boot AppleWorks, you simply turn it into a task file as described in the UltraMacros manual.

Another option is to have the macro ask you whether or not you want the lock on. Still another option is to create a macro that will add different "locks" depending on a special ID number you enter. Valid ID numbers can be tested against the number entered and different results can follow accordingly. You could use this idea to create different "levels" of access to your data.

But back to the basic macro. The macro is invoked with the Solid Apple - K command. Our example allows for three different categories to be locked from use. These are specified by their number in the statements:

```
If A = 2
If A = 5
If A = 7
```

The numbers 2, 5, and 7 represent the second, fifth and seventh categories you created when the database was started. If you've forgotten the order of your categories, use the Open Apple - N command to view the original positions. Enter the numbers of the categories that you would like to lock out.

If you don't have three categories, then erase from the "else" statement following your category number up to but not including the words:

```
else sa-M sa-K rpt>!
```

For example, here's a version of the macro with only one category specified:

```
K:<adb posn A,B: if A = 2 then del bell
rtn else sa-M sa-K rpt>!
```

```
M:<adb: W = key print chr$ W>!
```

If you need more categories than three, repeat the section:

```
else if A = 8 then del bell rtn
```

Repeat this section for as many categories as you add. Substitute the desired number in place of the 8 in the example.

What the Macro is Doing

Now for an explanation of each part of the macro...

K:<adb posn A,B:

Sets the macro to Solid Apple - K and makes it apply to the database only. It then reads the position of the cursor into the variable storage locations named A and B. In the database the A represents the category number and the B represents the record number. For our purposes, the B value is irrelevant.

if A = 2 then del bell rtn

Checks if the value of A is equal to 2 (your specified category number). If it is equal, then any stray character is deleted, a bell sounds, and the cursor moves down one category.

else if A = 5 then del bell rtn

If the first test statement is not true, then this statement checks if the A value is equal to the next category you've specified for lock out. This part can be repeated for as many categories as you like.

else sa-M sa-K rpt>!

if the location of the cursor has not been equal to any of the tests so far, this statement branches to macro M. After macro M is performed, it repeats macro K.

M:<adb: W = key print chr\$ W>!

Macro M waits for your input and, after each key, it repeats the entire process. If the keys you press do not move the cursor, you will be able to type character after character. If the cursor moves into one of the locked categories, then the macro will catch the change.

Because this part checks each key you type, data entry must be slowed down a bit. We welcome additions to or improvements on this macro.

Noting It!

Attaching Notes to Spreadsheet cells with Macros

If you were an IBM owner using Lotus 1-2-3 instead of an Apple II owner using AppleWorks, you could pay about \$80 for a program that lets you attach notes to spreadsheet cells. By moving to any desired cell and pressing a special key, a page of notes would appear. These notes might tell you what to put into the cell, or how to put it there, what to do next, or what not to do. Each cell can have its own page of notes.

Luckily, you have AppleWorks. And you can get this cell notation feature using Time Out UltraMacros and Time Out Desktools (together, these products cost about \$110 but are worth purchasing for many other reasons).

First, use this macro to identify the cell numbers of the cells to which you want to attach notes. After compiling the macro, just move to the desired cell and press Solid Apple - O, and write down the number that appears at the bottom of the screen on the prompt line. Press escape to return the cell to its original status:

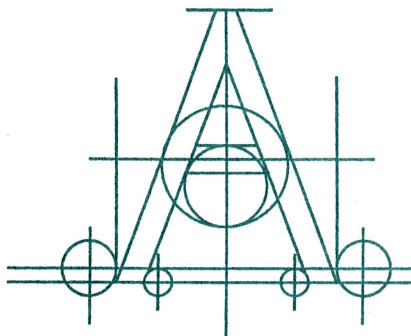
```
O:<asp posn A,B: $1 = str$ A:
$2 = str$ B: $3 = $1 + $2 print $3>!
```

After getting the correct number for each cell that will get a note, go into the Time Out Desktools Notepad and create the notes for each cell. Be sure to type the number associated with the cell somewhere on the first page of notes. Figure 1 shows an example.

DESKTOP PUBLISHING

FOR THE APPLE IIe, IIf, IIfs

Newsletter



Volume 1, Issue 1
March / April 1988

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APPLE II PUBLISHING

It's odd that the first personal computer should be the last to embrace desktop publishing, that new and unique process of using your computer to publish books, newsletters, magazines, and other documents printed for distribution to others. But it's finally happened, and almost overnight. In a period of less than nine months, no fewer than a half-dozen desktop publishing programs have been announced for the Apple II. Many are functionally equivalent to the "grand daddy" desktop publishing programs for the IBM PC and Macintosh, yet cost less and are easier to use.

The latest Apple II desktop publishing software joins a growing family of sophisticated text and graphics processing programs. Armed with this new generation of software, the Apple II user can now prepare professional-looking, high quality documents, of just about any type or size. With such a wide choice in software, along with more stringent hardware requirements, there's a need for a comprehensive and thorough resource that addresses Apple II desktop publishing, and the people who use it. The Desktop Publishing Newsletter is a such a resource. In each issue you'll find:

THE APPLE II HAS ARRIVED!

PRINTOUTS FROM 5 DESKTOP PUBLISHING PROGRAMS

It's getting difficult for most people to keep up with all the new desktop publishing software available for the Apple II. Our library of products -- both pre-released and shipping -- is growing almost weekly.

So this being our first issue of the Desktop Publishing Newsletter (DPN), we decided to provide an overview of each product in our library. More important, we've sat down with each product and produced a sample page, using all the techniques we could conjure up within the limits of the product, and within reasonable limits of time.

So the samples you'll be seeing on the next few pages represent the best page layouts possible with each product, having used the product for only a short period of time.

Before this article, we had used none of these products, so none of the products got an unfair head start. We devoted as much time as necessary for each product to design an effective page and use many of

the features possible. As you'll see, some of the product took longer than others; they all provide varying degrees of quality.

Since the point was to create a sample page with each product, we decided to fill the page with information about the product that created it. So you might find the information on each sample page worth reading, too.

In future issues of DPN, we'll provide in-depth reviews and comparisons of each product and offer tips for getting more out of them.

THE PRODUCTS

The products we've seen so far fall into one of three categories: 1) Full desktop publishing capabilities. 2) Limited desktop publishing capabilities. 3) Full desktop publishing but lower-quality output.

Don't assume that products in the first category are necessarily better than those in other categories. The choice must involve your needs and desires.

DESKTOP PUBLISHING NEWSLETTER

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Some products offer more fonts and use of existing graphics from popular paint programs, others offer compatibility with AppleWorks, still others offer ease of use.

SOFTSYNC, INC.

Products in this area are getting better and better. Over all, we were very impressed with the quality of the products we saw. We anticipate Apple II products will rival Macintosh products very soon. Some of the products we've seen already offer features the Macintosh products do not.

These features include the ability to use several different

printers with ease as well as special features in the programs.

We've never been very impressed with the Apple IIs Finder and system software. We've heard rumors that Apple deliberately made the system software slow so that it would not rival the Macintosh too much. Of course, this is only a bad rumor...

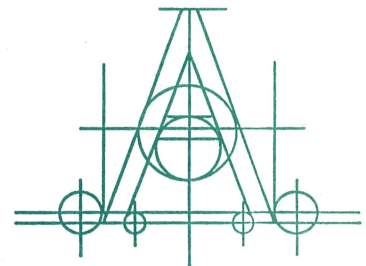
Thanks to the third party developers, the Apple II line will continue to grow and software will get more powerful.

Lets be sure to offer these developers constructive criticism to help the Apple II line move in the right direction. Here's our two cents: SPEED IS OF UTMOST IMPORTANCE!

TIMEWORKS
PLATINUM
SERIES

SUBSCRIBE

Get all the hot news and information right from the source. Get the Desktop Publishing Newsletter. Just sign up and pay later.



NAME & ADDRESS (PLEASE PRINT)

Sage Productions • 5677 Oberlin Drive • San Diego, CA 92121

PERSONAL NEWSLETTER

Personal Newsletter produced this page using a fully what-you-see-is-what-you-get display.

The entire page took approximately one and one half hours to create (remember, that includes time to learn the product). Honestly, much of this time was spent waiting for the program. So this is most probably the simplest product to learn and use.

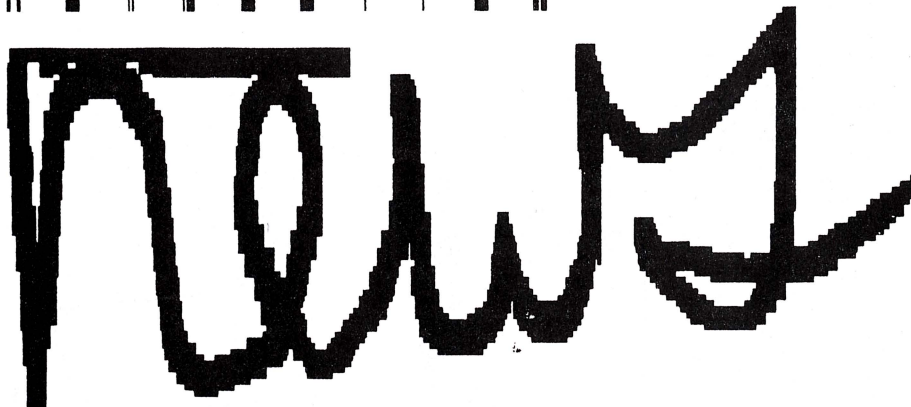
The graphics came with the program, but the company offers two clip art packages for use with Personal Newsletter.

This product fits into category 3: Full desktop publishing capabilities but lower-quality output. Features include the ability to draw pictures using drawing "tools" or just free-hand, text entry and editing capabilities, ability to insert and manipulate graphics at will, ability to crop pictures and type over pictures, automatic text "flow" between columns and the ability to create columns of any size and quantity on each page individually.

Personal Newsletter
Softsync, Inc.
162 Madison Ave
New York, NY 10016
List Price.....\$59.95

Requires: Apple IIe, IIc,
IIgs, 128k RAM, one disk
drive.

PERSONAL! NEWSLETTER



MULTI-COLUMN TEXT AND GRAPHICS FOR NEWSLETTERS, FLYERS, SIGNS, MORE...

PERSONAL NEWSLETTER

This program provides multi-column formatting of documents. Documents can include graphics created right on the screen. Graphics can also be pulled in from one of the many graphics files on the Clip Art disk that comes with the program. Softsync also sells libraries of graphics to use with Personal Newsletter.

The program gives you a true what-you-see-is-what-you-get interface. And you can create your documents right inside the program using word-processor-like features.

Basically, Personal Newsletter gives you drawing, text editing, and text formatting capabilities all in one. All text editing is done inside "windows" or text boxes. In these boxes, the text will wrap like a word processor and flow from one box to another. Each box can use one font, so if you want several fonts, use several boxes

Graphics and text can be mixed in just about any way you like. All boxes and graphics can be moved as individual items.

Fonts in boxes are limited to one point size. But you can also type outside the text boxes using several "style" options that give you headlines, such as the ones at the top of this page.

The program can be slow and the fonts are limited; but it's one of the easiest publishing products to learn. The interface is very intuitive and an average user should be up

and running in a couple of hours.

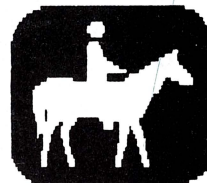
You can import text from any ASCII file, and format it inside Personal Newsletter.

Graphics tools include paint brush shapes, boxes, lines, circles, and free-hand drawing.

You can also select from a number of "fill" patterns for your graphic objects.

Two magnification modes let you clean up your graphic creations pixel by pixel.

In addition to the program and font files, the product comes with several picture files and completed newsletter samples. You can also use your Print Shop, Newsroom, or Dazzle Draw graphics.



TIME OUT SUPERFONTS

SuperFonts is the only publishing program that requires the use of AppleWorks. In fact, it requires AppleWorks version 2.0 or above.

But if you use AppleWorks as your word processor, you might find SuperFonts all the desktop publishing you need. It has the ability to print your AppleWorks documents in many different quality fonts.

This sample page took about one hour to create, which includes time spent learning the program. It does not include time spent learning AppleWorks.

SuperFonts falls into category 2: Limited desktop publishing capabilities. This is because of its lack of columnar printing and graphic drawing tools.

As seen in the sample, you can merge graphics with your text in SuperFonts. Graphics can include any standard Apple II high-res or double high-res picture.

Font disks should be available with many different typestyles for this product.

Time Out SuperFonts
Beagle Bros
6215 Ferris Square
San Diego, CA 92121
List Price....\$79.95

Requires: Apple IIe, IIc,
IIgs, AppleWorks 2.0, one
disk drive.

Time Out SuperFonts

Macintosh Quality Fonts for AppleWorks Documents

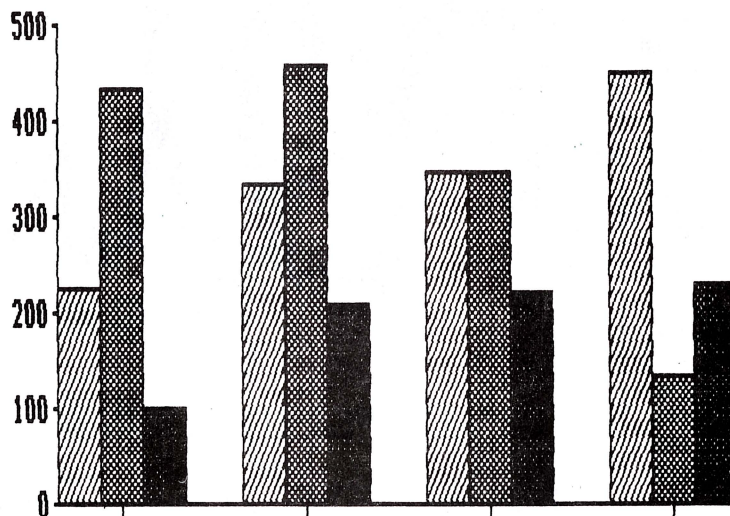


FIGURE: This figure was produced using Time Out Graph. An AppleWorks graphing program from Beagle Bros. Graph was saved as a picture file.

INCLUDES GRAPHICS PRINTING

Time Out SuperFonts is a program that works exclusively with AppleWorks to generate special fonts for your AppleWorks word processor files. It also lets you import and print graphics (high-res or double high-res) into the documents. Although it does not allow multi-column formatting, its font printing features are high quality and place it into the Desktop Publishing category.

The program uses a set of embedded commands to control the fonts and special typestyles available. You can enter these commands anywhere inside a document -- controlling individual characters, words, paragraphs, or any other amount of text. Similarly, pictures are included in your documents by identifying them with embedded commands.

PRINTRIX

Printrix requires any Apple II word processing program that can save files in standard ASCII format. Printrix will take these files and format them for printing.

Printrix can incorporate graphics from many popular paint programs and uses fonts available with the Fontrix program (available from the same company).

This sample page looks outstanding, but it took over four hours to create, including time to learn the program's basics. The excellent manual is a big help in the learning process, though.

Printrix falls into category 2: Limited desktop publishing capabilities. This is largely because of its inability to handle more than two columns.

Printrix
Data Transforms
616 Washington
Denver, CO 80203
List Price....\$65.00

PRINTRIX

Document Formatting for AppleWorks Files

A D A P T E D F R O M T H E P R I N T R I X M A N U A L



Printrix is a typesetting system that lets you control the arrangement of text on paper, and the fonts used. It also lets you control the use of graphics along with the text.

Printrix functions by taking a text file, which you have already created in

AppleWorks (or any standard ASCII text file) and printing the results. The page design is called a "layout file" and is created with Printrix. There are three components to a layout file: text format, font library format, and graphics format.

Printrix is a ProDOS program. The Printrix system provides ProDOS fonts and 25 clip-art graphics for you to use. You must provide the text files and any additional graphics. Text files from AppleWorks, Word Juggler, AppleWriter, and Word Perfect may be used directly. This means that Printrix understands and maintains any special options or formatting commands you may have in the original document. You can leave your formats in the document and add more options using Printrix powers. Your original formats can add more control over specific parts of the document.

Other text files may be used if they are saved in standard ASCII ProDOS format. If your text file is saved in DOS 3.3 format, you must convert it to ProDOS first.

How to Begin

The Printrix program comes with two disks containing two sides each: The Program Disk, the Configuration Disk, and two font disks. The disks are not copy protected so you can make your own backups and copy the program to a hard disk or other high-capacity disk.

You begin by configuring the program for your system. Then you can add embedded formatting commands to the document for control over individual elements of the text.

Next, you can select one of your previously-saved layout files for printing of the document. The layout file contains a series of formatting (layout) controls that apply to the entire document. Any local (or embedded) controls that came from the original word processor or that you added with Printrix embedded commands will over-ride the global layout controls.

Layout files also control the use of fonts and graphics. you can save several layout files and use them with any text file you like. Most likely, you'll have a few layouts that you use most often.

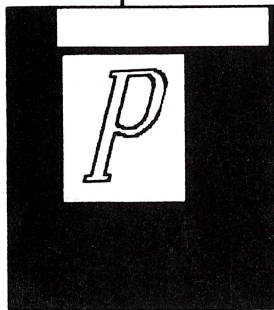
Because Printrix controls the use of fonts, and requires the use of Printrix fonts, your output is very high quality. Documents are printed in graphic mode, rather than text mode, so you have more control over the

PUBLISH IT!

PUBLISH IT!

POWERFUL DESKTOP PUBLISHING

Powerful Desktop Publishing for the Apple IIe, IIc, IIs



Publish It is an interactive desktop publishing program that lets you create and change layouts, create text with word processing capabilities, select from several fonts, create graphics, and import text and graphics from other programs.

Publish it is an object-oriented program in that you can overlay one object over another by moving it with the mouse or joystick.

You can link columns so that text flows automatically from one to another, and you can make text wrap around a graphic object.

You can re-size and move text columns, changing your layout at any time.

Publish It provides a completely WYSIWYG environment -- giving you the ability to view your pages in one of three magnifications (enlarged or reduced).

Publish it provides two disks (four sides) full of graphics and one disk full of fonts. In addition, you get sample layouts for forms, newsletters, ads, and more.

To import a graphic picture you first create a graphic frame and place it where you want it. The frame also represents the final size of the graphic. When you import the picture, you are given the opportunity to "size" the picture to the frame you created for it. Of course, if the frame is large enough for the picture to fit without cropping, then you will not need to do so.

The interaction of Publish It is designed after PageMaker on the Macintosh...and it is quite similar. The text interaction is not quite as sophisticated as a Macintosh program, but it comes close.

Publish It works with many popular printers and will soon work with the Apple Laserwriter, providing 300 dots-per-inch output of text and graphics.



Publish It offers
the best
interactive page
layout for the
Apple IIe, IIc, and
IIs computers.

It's pretty obvious from the results shown here that Publish It is among the highest quality, most professional desktop publishing product for the Apple II line. So far, at least...

This page was produced in about one and one half hours, including time spent learning to use the program. Its interface is really very simple. However, a lot of experience with the Macintosh helps since Publish It is designed like Macintosh PageMaker. Everything works just as you expect if you're used to PageMaker. We hardly looked at the manual.

Publish it falls 100 percent into category 1: Full desktop publishing capabilities. Its resolution is remarkable and, best of all, it works equally well on the IIe, IIc, and IIs computers.

Publish It
Time Works
444 Lake Cook Rd
Deerfield, IL 60015
List Price....\$99.95

Requires: IIe, IIc, or IIs,
128k RAM, one disk drive,
mouse or joy stick.

GRAPHICWRITER

SOFTWARE FOR THE APPLE IIGS

GraphicWriter

MACINTOSH-LIKE WORD PROCESSING POWER

Graphics, Word Processing, & Page Formatting

GraphicWriter is a full featured desktop publishing product made exclusively for the Apple IIGS. It offers complete word processing features, graphics drawing tools, multi-column formatting, and a simple Macintosh-like user interface.

The word processor features include text editing with cut, copy, paste functions; selection of fonts in many different point sizes; and the use of formats, including justification, tab settings, and line spacing changes.

Graphics drawing tools include boxes, fill patterns, freehand drawing, borders, and other shapes.

You can draw at any location on the page and separate elements into different page "regions" for individuality.

You can also import graphics from any Apple IIGS paint program, such as Deluxe Paint.

Layout features provide multi-column formatting, automatic text "flow" between columns, and the use of many different fonts and styles.

You can automatically number pages, apply headers and footers, change margin settings, and set tab and margin settings for each column individually.

Of course, the program requires the use of a mouse for managing the elements of the page design. Its interaction is designed after the Macintosh, so if you've used a Mac, you will pick up the program very easily.

Graphic Writer offers printing at a 50% reduction and you can choose the page size desired. You can also opt to print the page "sideways" on the paper.

Graphic Writer is capable of printing on a Laserwriter at this time.

DETAILS GRAPHIC WRITER

DataPak Software
14011 Ventura Bl #507
Sherman Oaks, CA 91423

Comes with 3.5-inch program disk, 62-page manual, and registration card. Knowledge of the IIGS Finder is helpful. Requires 512k RAM.

Graphic Writer might just be the most important software for the Apple IIGS. It offers sophisticated desktop publishing features, some of which cannot be found on professional products for the Macintosh and IBM computers.

It contains full word processing capabilities at the same time that it offers true desktop publishing features. If that's not enough, you can paint pictures freehand or draw objects with a number of tools.

This page took only one hour to produce, including time spent learning the program. The manual (which looks pretty bad) was not used at all.

Again, it's important to note that experience on the Macintosh contributed to our success with this product. Your learning curve will probably be much lower if you haven't used a Mac.

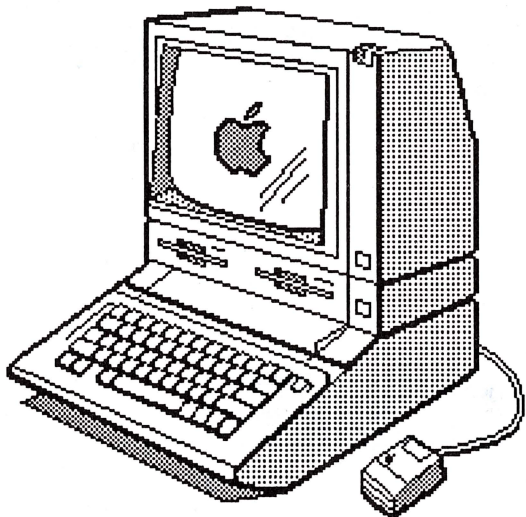
Falling into category 1: Full desktop publishing capabilities, Graphic Writer is very impressive.

Graphic Writer
Data Pak
14011 Ventura Bl #507
Sherman Oaks, CA 91423

List Price....\$149.95

Integrate text, graphics on the same page -- and check it out before printing





"Times have changed, thanks to desktop publishing. This new computer revolution is changing the publishing industry, and it's affecting businesses and individuals alike."

THE STATE OF DESKTOP PUBLISHING

A REPORT ON THE LATEST IN COMPUTERIZED PUBLISHING

Put yourself back in times of Ancient Greece. If you wanted a book on, say, the inventions and ideas of Archimedes, you'd go to the nearest B. Daltonopolis and buy a copy of Archimedes' latest tome. More amazing than Archimedes' many discoveries was the way the book was printed: entirely by hand. Each page was painstakingly transcribed from the author's original manuscript.

It took about 1,500 years, but a German inventor by the name of Johann Gutenberg perfected the first commercially successful printing press (the Chinese and Koreans had been using a form of printing press for hundreds of years, but it was a completely manual affair). With Gutenberg's press, books like "Constance Mass Book," the Bible, and other important works could be mass produced.

Though Gutenberg's press changed the world, it left a lot to be desired. The reason: each letter of each page had to be manually placed in a large metal tray before printing could begin. Consider that the average book has about 250 pages, with 2,700 characters on each page; that makes 675,000 characters that had to be

hand-positioned in the trays! Indeed, it was a time consuming process to "typeset" a book before it could be printed.

Bookmaking remained largely unchanged for centuries, until only a few decades ago, with the advent of the phototypesetting machine. Instead of using individual letters placed in a metal tray, or "galley," phototypesetting machines shine an image of the text onto a piece of photosensitive film. The film is developed, and plates are made for the printing press.

Phototypesetting machines aren't cheap. Even a budget model costs over \$30,000. In the past, if you wanted to typeset an annual report, newsletter, catalog, or other publication, you had to turn to a typesetting house to get the work done. The cost could be enormous, depending on the job, and the turn-around time too lengthy to bear.

Times have changed, thanks to desktop publishing. This new computer revolution is changing the publishing industry, and it's affecting businesses and individuals alike. Unlike most other revolutions, this one

doesn't have any losers. Everyone benefits. Here's how:

If you have a computer you can now do your own typesetting. In fact, you can use your computer to electronically "paste" the text into pages, even add graphics, headlines, boxes, and other elements to make a professionally-produced publication. The cost is a fraction of the price you'd pay a typesetter and pasteup artist. Better still, once you get to know the system, you can produce page after page in no time. A four-page newsletter that used to take three days for typesetting and pasteup takes just one afternoon with a computer.

We'll take a look at the current state of the art of desktop publishing, not only as it relates to the Apple II computers but to the entire computer industry. We'll look at who's using desktop publishing, what you need to get started, software alternatives, and costs and comparisons.

USES FOR DESKTOP PUBLISHING

What use desktop publishing? Here are just a handful of practical applications. How many fit your needs?

Company, church, and school newsletters
Professional journals
Industry newsletters and newspapers
Catalogs
Annual reports
Presentations
Restaurant menus
Sales flyers
Magazine and newspaper ads (dummy and final)
Program guides
Instruction manuals for products
Booklets
Forms
Brochures
Direct mail circulars and inserts

These applications are typically aimed at producing documents with less than 20 or 30 pages, but desktop publishing can be used for larger projects. Several book publishers are publishing how-to books with desktop publishing equipment. Writers send in manuscripts on computer disks, and the text is edited directly on computer. The books are then typeset from disk. The cost is much lower than the conventional "paper copy" and manual typesetting method, and the turn-around time is much faster.

TOOLS OF THE T R A D E

There are three main components to a computerized desktop publishing system: the computer, the software, and the printer (or some other suitable output device). Let's take a look at each one.

COMPUTER

Desktop publishing was born on the Apple Macintosh. It continues to be the leading computer used for desktop publishing, though both the IBM PC and the Apple II line are fast catching up. The Macintosh enjoys its lead as a desktop publishing machine because of its high-resolution display. Though its video screen is small (just 9-inches) the resolution of the display is 512 by 342 pixels. Even small text is readable.

Another advantage is that the computer is equally comfortable with text and graphics. Most of its applications can mix text and graphics at the same time, something that's relatively new to the IBM PC. The Mac is ready for desktop publishing as it comes out of its box. No other extras are required, but work is easier with an external disk drive or hard disk drive. To be effective in desktop publishing, the Macintosh must be equipped with 1 megabyte or more of RAM.

The minimum IBM PC configuration for desktop publishing is at least 256K of RAM (640 preferred) and one of the following display adapters and monitors: color graphics adapter (CGA), enhanced graphics adapter (EGA), or video graphics array (VGA). The CGA display and monitor reproduce text and graphics with minimum clarity; serious desktop publishing requires a EGA or VGA display adapter and matching monitor.

Long before there was a thing called "desktop publishing," Apple II owners were using their computers with programs like PrintShop and Certificate Maker to produce simple newsletters, banners, and advertising sheets. The recent proliferation of application-specific programs like The Newsroom, Publish It!, Medley, and Springboard Publisher has signaled the official entry of the Apple II in the desktop publishing race.

You can use most any Apple II machine for desktop publishing, including the IIe and IIc, but a IIGS offers the best resolution and largest memory capacity. Most of the higher-end publishing programs require 128K of RAM, and can accommodate even more if you've added a memory card to the computer. You can use most any color or monochrome monitor for desktop publishing, but you'll realize the greatest benefits using a digital or analog RGB display. Composite monitors don't allow sufficient resolution for viewing small text and intricate graphics.

ADDITIONAL HARDWARE

Most desktop publishing programs have graphics tools — for making

boxes and lines, moving text, and so forth — that are easily manipulated with an input device such as a mouse or graphics tablet. A mouse is recommended, but in most cases, not absolutely necessary. Check the requirements of the software to see if a mouse or other alternate input device (such as a joystick) is needed.

Scanners let you capture the image of text or graphics from a page and convert the data into computer-readable code. Once in the computer, you can paste the image into a desktop publishing document, edit the image with a painting program, or send the image through the telephone lines to a fellow worker.

Scanners are available from a number of companies, including Microtek, Canon, DEST, Datacopy, Princeton, and Thunderware. Although the features and capabilities of the different makes and models of scanners are different, most operate the same way. One exception is the Thunderware ThunderScan. This low-cost scanner fits in place of the ribbon in an Imagewriter printer. During scanning, the printhead moves back and forth "reading" the contents of the page.

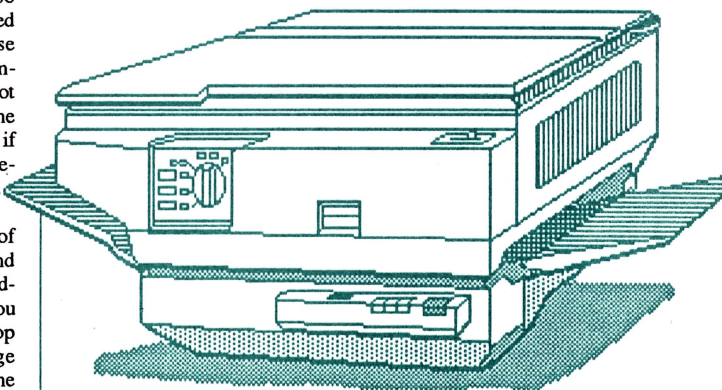
PAGE MAKEUP SOFTWARE

You can use a word processor or even a drawing program to prepare newsletters and other publications. But if you're really interested in desktop publishing, you need software specifically designed for the task. The most common type of desktop publishing program is the page makeup (or layout) program. Page makeup programs combine the conventional roles of the typesetter and pasteup artist. They let you type text (or import it from a word processor), and place it in columns and blocks on a page. You can break up the text, adding headlines, captions, and subheads.

Many programs let you place graphics within and around the text. These graphics may be as simple as a box or line (called a rule in publishing circles), or as complex as a line drawing, schematic, or digitized photograph.

There are several page makeup programs for the Macintosh and IBM PC. PageMaker is the leader in the Macintosh world. The latest version 3.0 includes autoflow and textwrap features for automatically wrapping text into columns around graphic elements, full flexibility over layout size and style, fonts in sizes up to 127 points, and direct compatibility with digitized (scanned) images.

PageMaker for the IBM PC was slow in coming, allowing competition from Xerox to sneak by and catch



THE COSTS OF DESKTOP PUBLISHING

You hear that desktop publishing saves a lot of money, but how much? Is the savings worth the learning curve to master a new program, acquire additional computer equipment, possibly even hire an employee to run it all? Let's take a closer look at the prices of desktop publishing and conventional typesetting and page makeup.

TYPESETTING COSTS

As a minimum, desktop publishing is used as an alternative to typesetting text. The costs below reflect averages and may vary, depending on location, volume, and turn-around time. We use an 8 1/2 by 11-inch newsletter format for comparison. Each page is considered to have about 1,000 words, or roughly 6,000 characters. These costs reflect just typesetting, not printing, artwork, or mechanical paste-up. Text is typeset from hard copy; deduct 10 to 20 percent for text submitted in electronic form.

	TYPESETTER	DP
Per Page	\$20	\$1.72
Four Page Newsletter	\$80	\$6.88
Additional Proofs	\$5 to \$10	None
Author's Alterations	\$1 per line	None
Equipment Rental	\$1300*	\$165**

* Allied Linotronic 300

** Actual amortized cost of equipment over 36 months, without finance charges.

The costs for desktop publishing assume an Apple IIGS with two disk drives, a high resolution color monitor, \$4,000 laser printer, and \$200 high-end word processor program. These costs are amortized over a three year (36 month period) and include supplies (paper, toner, etc.). The costs for desktop publishing do not include labor, which can vary widely. Apply your own labor expenses to the costs shown on the previous page.

Typesetting is only half the story of getting text on paper. Most publications require that the typeset copy be placed in columns or blocks on the page, along with various graphic elements and illustrations. With the exception of pasting actual photographs on the page, computer desktop publishing equipment can produce a finished, camera-ready copy.

Again, the costs below are for a typical four page newsletter. Costs for mechanical page makeup assume an hourly rate of \$30, a reasonable average, and a throughput of four pages per hour.

	LAYOUT ARTIST	DP
Per Page	\$10	\$1.72
Four Page Newsletter	\$40	\$6.88
Additional Proofs	\$5 to \$10	None
Author's Alterations	\$40 per hour	None

CONTINUED ON PAGE 14

first place in that market. The user interface of Xerox's Ventura Publisher is modeled closely after PageMaker and other Macintosh applications, and is capable of many of the same operations.

Other page makeup programs for the Macintosh include ReadySetGo!, Quark Xpress, MacPublisher III, and Scoop. Among the latest entries for the IBM PC are Gem Desktop Publisher, Laser Press, PageBuilder, Office Publisher, and ScenicWriter. All-in-all, the computers boast between them a choice of about two dozen desktop publishing programs.

The list of currently available or soon-to-be-released page layout programs for the Apple II is small, but steadily growing. One of the most striking benefits of Apple II software is its cost — \$60 to \$150 for the typical page makeup program, compared to the steep prices of \$250 to \$700 for the same type of software for the Macintosh and IBM PC. Among the Apple II options are Personal Newsletter (SoftSync), Springboard Publisher and The Newsroom (Springboard), Publish It! (Time-works), Printrix (Data Transforms) and Medley (Milliken). A brief look at these programs appears elsewhere in this issue.

P R I N T E R

The computer may be the brain of the desktop publishing system, and the software the soul, but the printer is the heart. Desktop publishing isn't desktop publishing unless you get your results on paper. Dot matrix and daisywheel printers can be used for creating final text (they're most often used to make proofs for checking purposes), but most systems are centered around a laser printer.

The premier laser printer for desktop publishing is Apple's Laserwriter, which can be used by the Macintosh, IBM PC, and Apple II. Compatibility depends on the software. Although most Macintosh programs work with the Laserwriter, and an increasing number of PC desktop publishing software support it, only a handful of Apple II software are compatible. Among the Apple II desktop publishing-related programs currently out that work with the Laserwriter are Medley, MultiScribe GS (StyleWare), and Publish It! (the later requires an optional "Laser Pack" driver program).

The Laserwriter is available in different versions: IINTX, IINT, and IISC. All three are improvements over the older Laserwriter and Laserwriter Plus models. In a nutshell, the under \$5,000 IINT is a faster version of the Laserwriter Plus and contains the PostScript page description language and has two megabytes of RAM. The IINTX (about \$6,500) also comes

with PostScript but runs some 50-75 percent faster than the IINT model. Both the IINTX and IINT are AppleTalk printers, so they'll work with Apple IIGS programs that use standard Laserwriter drivers.

A number of other printer manufacturers offer PostScript-compatible laser printers. These include QMS, NEC, AST, Ricoh, Okidata, and Qume. To use one of these printers with an Apple IIe or IIGS you must outfit the computer with an interface card. A few models are designed to connect to the computer via standard parallel, serial, or SCSI ports, but at present, these are the exception, not the rule.

Most laser printers for personal computers have a maximum resolution of 300 dots per inch. Under close inspection, text and graphics can have ragged edges. Laser printers give "near-typeset" quality, and though it's good, it's not as good as the quality you get from a phototypesetting machine.

Phototypesetters have a resolution of 1,200 or more pixels per inch. Even under a powerful magnifying glass it's difficult, if not impossible, to see the individual dots that make up the image. The latest phototypesetting machines, such as the Linotronic 100 and 300 can be connected to an IBM PC, Macintosh, or Apple II, as long as the applications software supports PostScript.

Here are company names and addresses of Apple II products mentioned in this article: AppleWorks,

Laserwriter
Apple Computer
20525 Mariani Ave.
Cupertino, CA 95014
(800) 538-9696
(408) 973-2222

Certificate Maker; The Newsroom;
Springboard Publisher
Springboard Software
7808 Creekridge Circle
Minneapolis, MN 55435
(612) 944-3915

PrintShop
Broderbund Software
17 Paul Dr
San Rafael, CA 94903-2101
(415) 492-3500

Deluxe Paint II
Electronic Arts
1820 Gateway Dr.
San Mateo, CA 94404
(415) 572-2787; (800) 562-1112

Draw Plus; Paintworks Plus
Activision
PO Box 7287
Mountain View, CA 94039
(415) 960-0410

GraphicWriter
Datapak Software
14011 Ventura Blvd., Ste. 507
Sherman Oaks, CA 91423
(800) 327-6703; (818) 905-6419

Medley
Milliken Publishing Co.
1100 Research Blvd.
PO Box 21579
St. Louis, MO 63132-0579
(314) 991-4220

MultiScribe; MultiScribe GS;
Picture Manager; TopDraw
StyleWare
5250 Gulfport, Ste. 2E
Houston, TX 77081
(800) 233-4088; (713) 668-0743

Personal Newsletter
SoftSync Inc.
162 Madison Ave. New York, NY
10016
(212) 685-2080

Publish It!
Timeworks
444 Lake Cook Rd.
Deerfield, IL 60015
(312) 948-9200

II Write
Random House Media
201 East 50th St.
New York, NY 10022
(212) 572-2433

ThunderScan
Thunderware
21 Orinda Way
Orinda, CA 94563
(415) 254-6581

TimeOut Superfonts
Beagle Bros.
6215 Ferris Square
San Diego, CA 92121
(619) 296-6400

Printrix
Data Transforms
616 Washington St
Denver, CO 80203

WORD PROCESSORS AS DESKTOP PUBLISHERS

Successful desktop publishing doesn't absolutely require a specialized page makeup or typesetting program. Depending on the kind of job you need to get done, many word processors will do the work for you. A hidden benefit: Word processing programs are generally less expensive and easier to use than dedicated desktop publishing software.

WordStar, Multimate, Microsoft Word, WordPerfect (version 5.0), and a number of other word processors for the IBM PC can output text to a laser printer. Some require a special driver program for this; others like Word have the driver built-in. These programs can't do elaborate layouts—like mixed columns—but they do a tremendous job at printing galleys of text. A galley is a long sheet of text that you manually paste into pages.

The main problem with most word processing programs for the IBM PC is that they don't use WYSIWYG—"what you see is what you get." It's often hard to see how the page will look when printed while you're editing it on screen. You have to make test printouts to see the effects of boldfacing, italics, large fonts, font changes, and so forth.

Word processors for the Macintosh present the text on screen very much as it will appear when printed (there are some variations, depending on the program, text size and style, and printer being used). Both MacWrite and

Microsoft Word for the Mac can be used with the Laserwriter to produce outstanding near-typeset text. These programs can integrate graphics with text. Word does columns, but you can't see them on the screen; they appear only when printed or when examined in a special preview mode.

An increasing number of word processors for the Apple II are using a Mac-like user-interface and present the page on screen as a close or identical facsimile of how it will look when printed. Three Apple II programs—MultiScribe GS, II Write, and GraphicWriter—provide a choice of fonts, let you mix text and graphics on the same page, offer a WYSIWYG display, and allow you to create multi-column documents. These programs are compatible with numerous drawing programs, such as TopDraw, PaintWorks Plus, and Deluxe Paint II. You can create pictures in the graphic program and electronically cut and paste them in the word processor.

Other alternative programs and add-ons for the Apple II include PrintShop, for mixing graphics and text of various fonts and size; Timeout Superfonts, for adding fonts and simple graphics to AppleWorks; and Picture Manager, a graphics enhancement for MultiScribe.

DESKTOP PUBLISHING FROM A TO Z

Most people think of desktop publishing as printing newsletters, preparing resumes, or producing the company's in-house materials. It's all of these and more. Desktop publishing can be loosely defined as any function of preparing a document for distribution. That distribution may be as limited as the four or five people in your work group, or as diverse as the four or five million readers of your monthly magazine or newsletter.

Desktop publishing provides a means to change your ideas into printed form. You are in charge of the entire process which involves: writing the text, editing for form, content, and length, creating or copying artwork, typesetting the text, laying out the document (text and graphics) for best appearance, printing the document, and producing multiple copies.

The real benefit of desktop publishing is that you involve yourself in these tasks only as necessary. Depending on the circumstances and application, you may be responsible for just one or two steps in the creation of a complete desktop published document.

In the following pages, we'll outline the seven major steps to desktop publishing and how to use the various tools at your disposal. We'll recommend alternatives that can make your job easier and show you how to use the services of others. All the while we'll keep the two forces of budget and time in clear view, as well as how to balance the two and still produce a professional-looking document.

WRITING THE TEXT

Unless your document consists of pictures only, your desktop published material will need text of some form. If you are the writer, you can use a stand-alone word processor to compose the text, or the text editing features that are provided in most desktop publishing programs. Bear in mind that most desktop publishing programs are not true word processors. The limited writing features can slow you down, making you work harder.

If the amount of text to write is large, prepare it on a real word processor, such as AppleWorks or WordPerfect. Most desktop publishing programs readily accept text from an outside source. If your word processor is a popular one, the publishing program may be able to directly read the files without conversion. Usually, however, you must first convert the word processed document to straight ASCII text (no special control codes), then import it into the publishing program. The exact steps are usually outlined in the documentation.

EDITING

Although some people prefer to edit text as they write, most of us like to pound on the keys until all or most of the document is complete. We then go back and take a critical look at each word, phrase, and sentence, and edit to our liking.

Although you can edit what you write, if the document will receive relatively wide distribution, you should have someone else take at least a cursory look at your work. What seems clear and concise to you may read like confusing gibberish to someone else. By having the document impartially judged increases the chance that your readers will follow your thoughts.

When working from someone else's material, you'll find it easier to edit the text while working with a word processor, not the desktop publishing program. Editing involves scanning through the text, moving the cursor to a specific spot, and erasing or adding words. While it sounds easy enough, the process involves a lot of keystrokes, and word processors are generally better equipped to handle such alterations.

Whether you edit your own material or someone else's, you may find it helpful to first print the document onto paper. Most people have trouble spotting mistakes when they appear on the computer screen, but have no trouble when the words are printed in black and white.

The paper copy also makes it easier to mark the text, especially if many people have a say in the editing process. You can either circulate the same document to each person in the chain (the effects of the edits are cumulative and others have a chance to see what kind of changes have been suggested) or you can submit a fresh copy to each individual. You can enter the changes quickly and easily once you have received the edited document(s).

Editing also involves checking the spelling of words. Unless you are an expert copy editor, you should take advantage of a spelling checker program to look for misspellings and typographical errors. AppleWorks, for example, has about five different spelling checkers available for your use.

The same isn't true of desktop publishing programs; few come with an integral spelling checker. The moral: When at all possible, check the spelling of the document before you import the text to the publishing program.

CREATING OR COPYING ARTWORK

Studies show that about 40 percent of all desktop published documents include some sort of graphic, usually a logo, a chart or graph, or an illustration. Artwork for your desktop published documents can come from many sources, including:

Drawing program. Draw the graphic using the tools provided by the program. Computer graphics software takes many forms, including free-hand, computer-aided-design, and drafting; each is used for a specific application.



Graphics program. Presentation graphics programs turn numbers into charts. The graphs can usually be transplanted from the charting program to a word processor or desktop publishing program.

Scanned artwork. A desktop scanner transforms two-dimensional artwork into computer readable data. The latest scanners can copy half-tone art as well as photographs, retaining up to 256 discrete levels of gray.

Non-computer generated photograph or illustration. Artwork that can't be generated by the computer or reduced to bits-and-bytes form can be manually pasted into the document.

In most cases, you'll be printing the document with black ink only, so color graphics aren't necessary. When preparing the graphics with your computer, use only black or white "ink." You may not obtain the results you want if you use colors in your graphics.

Depending on your time and resources, you can insert graphics into a document with the help of a word processor, a desktop publishing program, or with scissors and glue.

Many of the latest versions of word processors for the Apple II family, like GraphicWriter, combine text and graphics on the same page. The easiest way to use a graphics-capable word processor is to finalize the text, then use the program's "clipboard" feature to cut and paste the pictures into the document. The cutting and pasting procedure varies from program to program. But to be most flexible, you should be able to select the portion of the graphic image you want, and paste just the cropped section into the word processing document. The process is made easier if you use a mouse to define a cutting or cropping box.

A word processor may let you write text and insert pictures within the document, but most programs limit you to specific page designs. A desktop publishing program lets you format words and pictures in just about any way you choose. You define the look of each page of the document as if you're were arranging toy building blocks on the livingroom floor. You can mix different column widths, overlap pictures, combine various fonts and font sizes, and more.

Most graphics, like photographs and original artwork, may not be in computer form so they can't be electronically integrated into the document. You can use the old-fashioned method of scissors and a bottle of

glue. Just position the graphic into the document after it has been printed, as detailed later. The major disadvantages of this method: you can't easily change the layout of the finished page (without repasting) and you run the risk and pasting the graphics crooked on the page.

When preparing the manuscript, measure the artwork and leave a blank space accordingly. You may need to print several drafts before the spacing is correct for all the graphics. You can use rubber cement, paper glue, or hot wax (applied with a hand waxer), to place the artwork on the page.

TYPESETTING

Most desktop publishing programs combine the functions of page layout with typesetting. In the publishing trade, however, setting the text is considered a separate function, done before layout. The typeset text (called galleys) can be manually pasted into pages (called boards). The finished work is called mechanical art.

LAYOUT

Most desktop publishing programs are page-oriented; that is, you work with each page separately. You define the look for each page as if it were a separate document. Common attributes, such as page size, overall margins, columns, and so forth can be defined beforehand, but you are free to change the defaults at any time.

Desktop publishing programs vary in the ease with which they allow you to place text and graphics on the page then re-arrange it if you don't like the first attempt. Almost all desktop publishing programs are designed for use with a mouse, allowing you to "point" to the spot you want to work on. Without the mouse, you must use the keyboard arrow keys to position the cursor.

Document layout is about 10 percent technique and 90 percent form. Even the best desktop publishing program will produce bad-looking pages if you don't consider such things as margins, white space, number of columns, justification, and font size. For an introduction to these and other useful design concepts, see the column on layout fundamentals elsewhere in this issue.

PRINTING

The laser printer is the desktop publishing printer of choice, but others can be used. The alternatives are

daisywheel, impact dot matrix, thermal transfer, and inkjet.

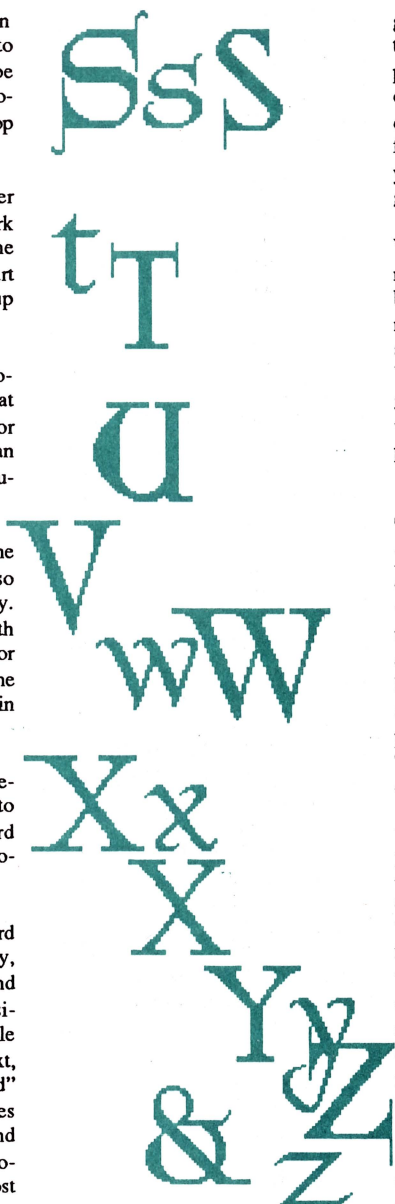
Most daisywheel computer printers let you choose the size and style of the type. Just about any 10 or 12 pitch typestyle will work. Courier 10 pitch or Letter Gothic 12 pitch are two good choices. The main consideration is that you are consistent. Avoid mixing typestyles in one document. Possible exceptions include captions for charts, footnotes, and page numbers. Be sure the ribbon is fresh and use good quality paper.

Impact dot matrix printers can be used for the final document, but only if the printer can produce sharp, well-defined characters. Most bargain dot matrix printers are primarily designed for draft work only. Some better dot matrix printers have a "letter quality" or "near-letter quality" mode. There is some improvement in these modes, but not always enough for a professional-looking report. The main advantage of using a dot matrix printer is that you can mix mix text and graphics on the same page. Daisywheel printers cannot print graphics at all, forcing you to manually place the graphics using scissors and glue.

Laser printers represent the best of all worlds. They can mix text (of all sizes) and pictures on the same page, and the final result looks professionally typeset. An increasing number of desktop publishing programs for the Apple II are designed for use with laser printers.

A few Apple II desktop publishing programs are compatible with PostScript, a page description language found on many laser printers. PostScript provides a means to easily integrate text and graphics and manipulate it on the page. Much of the computational math required for reproducing the page is done by the printer, not the computer, so printing goes faster.

An alternative, if you want the best appearance possible, is to print the document with a PostScript-compatible phototypesetter. It's unlikely that you or your company owns one, and using a phototypesetter requires special training and skill. Rather, you send a disk of the formatted document to a typesetting service; they in turn produce the final camera-ready pages. Cost for each phototypeset page is \$8 to \$10. Before submitting the disk, contact the service and ask for the particulars. Be sure your disk and data are compatible with their equipment. Obviously, you need to use a PostScript-compatible desktop publishing program.



PRODUCING MULTIPLE COPIES

If you are preparing multiple copies of your documents, you can either print each copy separately or reproduce them on a plain paper copier or on an offset printer. As a general rule of thumb, make original printouts when preparing only a few copies (less than five or six) of a reasonably short document, and when you're not manually pasting the graphics on the page. Original printing is also necessary if the graphics are in color. Otherwise, reproduce the document using a copier or offset printer.

PLAIN PAPER COPIES

Copies made with the office copier are fine for most applications, but be sure the copier has a fresh and ample supply of toner. Try a few text sheets to see if the copier is up to par. Look especially at large black areas. These tend to fade into gray when reproduced on a less-than-sterling plain paper copier. If you have no other choice — you're stuck with the copier you have — you may want to consider redoing the document and replacing any solid black areas with a lighter tone of gray.

Few plain paper copiers reproduce in color, but if you have a color copier, or have access to one, it can be used to reproduce graphics printed in color. A number of copy services offer color copies; the price is generally \$1 to \$3 per page. If color copying does not yield acceptable results, print the graphics separately and bind them in the center or at the end of the document.

OFFSET PRINTING

If you're distributing more than a few hundred copies of the document, or reproducing in color, you'll want to consider offset printing. Offset printing yields higher quality prints and if you are making enough copies, the printing costs are reduced. Your local print shop can also fold and bind the printed documents for you.

Finalizing Camera Ready Artwork
The original pages of your document, complete with graphics, serve as camera ready artwork for the plain paper copier or offset printer. When duplicated on an offset printer, a negative — or plate — is made of each page. The plates are then put in the printer and copies made. Text and line art can be photographed directly onto the plate without any intermediate steps.

The same isn't true for photographs. Black and white photographs must first be screened, a process that breaks up the many gray areas of the picture into dots of varying size. This is necessary because printing presses reproduce only black; the black dots substitute for the many gray levels in a picture.

Halftone screens are used to convert the grays to dots. The dot spacing in halftone screens vary from coarse to fine. A coarse dot screen is used in newspaper printing. The finer screens are for higher quality printing on coated paper. Your printer will do the actual screening, but you must specify the type of screen you want to use. For regular offset printing on plain paper, you should specify a No. 65 screen, which provides good results with a minimum of smearing. Higher quality paper can support a finer screen.

COSTS OF D.P. EDITORIAL

CONTINUED FROM PAGE 10

CONTINUED FROM PAGE 1

Typesetters and layout artists live in a rushed world — many of their jobs are on a rush basis. They're happy to rush work for you, but charge as much as 100 percent premium. The results of desktop publishing are immediate, so there are no extra costs involved.

RENTING TIME ON A LASER PRINTER

A number of print shops and computer stores rent time on their laser printers (chiefly the Laserwriter), allowing you to forego the considerable expense of buying one yourself. Rent is either by the hour or page (or both). Most outfits charge between 50 cents to \$1 per page (depending on paper quality). Others charge a flat rate of \$5 to \$15 per hour and request you use your own paper. While renting time on a Laserwriter is cost effective, you'll want your own printer if you're regularly involved in desktop publishing.

Honest reviews that tell which desktop publishing-related products are best buys, and which ones are best left for the dogs.

Tips on how to get the most from your desktop publishing investment, including hands-on tutorials.

Features on all facets of desktop publishing for the Apple II, buyer's guides and product comparisons, how-to's, and more.

Regular columns including letters, late-breaking news, mini reviews, and more.

This premier issue presents a well-rounded look at desktop publishing, including brief overviews of recently released AppleII desktop publishing software, an in-depth guide on the state of the art of desktop publishing, and an A-to-Z tutorial on the publishing process. We'd like you to keep in mind that this is your newsletter. Let's hear from you — write us with your questions, answers, and comments. Tell us what you want to see and the topics you'd like addressed. Meanwhile, happy publishing!

GLOSSARY

DESKTOP PUBLISHING TERMS

AA — Author's alterations. Changes to typeset text. See also PE (printer's errors).

Aspect ratio — The ratio of height to width.

Body copy — The main portion of text in the document.

Caption — Explanatory text that appears below a picture or illustration. Also called a cutline.

Castoff — To determine the approximate length of the finished typeset document by counting the number of lines in the original typewritten manuscript and by measuring the length (or depth) of artwork.

Comp — Short for "composition," a rough sketch of an illustration or page design.

Cut — A picture.

Breakhead — Subheadings interspersed within the main text of an article.

Digitizer — 1. An electronic device that converts visual images to computer-readable graphics. There are camera-based and scanner-based digitizers. Camera-based digitizers use a video camera to take a picture of the image; scanner-based digitizers scan over a page with a special sensor. 2. Another name for a graphics tablet.

Dots per inch — In printing, the number of image- or character-producing dots, horizontally or vertically, in a linear inch. Abbreviated dpi. Often used to refer to the resolution of the printer: low-resolution is 145 dpi or less; medium-resolution is 145 to 450 dpi; high resolution is 450-plus dpi.

Drop cap — A large capital letter that starts off a paragraph at the beginning of an article or main section. An illuminated drop cap is a capital letter enhanced with graphics or design.

Elements — Graphics, text, lines, and other components of the finished page.

Flush Right/Left — Composing lines so that they begin or end on the right or left hand side. The text is not stretched out so that it is equal on both sides (justified). Normal text is flush left (also called ragged right).

Folio — Page number.

Footer — Text that appears at the bottom of all (or nearly all) of the pages in a document or publication.

Galley — A long sheet (usually 15 inches in length) of typeset text, ready for mechanical pasteup. Also, an old ship or a ship's kitchen.

Grayscale — Variations of gray tone or density, expressed as a percentage or ratio of black to white. Light gray is 20 to 30 percent (20 or 30 percent black), medium gray is 50 percent, dark gray is 80 or 90 percent, and so forth.

Grid — The visual guidelines for positioning text, graphics, and other elements of the layout onto the page. The grid is usually light blue (non-repro blue), so it doesn't appear when the page is printed.

Halftone — Any image that contains intermediate grays, as opposed to pure black on white (or vice versa).

Hardcopy — A paper copy of a manuscript or document, as opposed to a disk or computer-readable copy.

Header — Text that appears on the top of all (or nearly all) the pages in a document or publication.

Headline — The title or caption at the beginning of an article, usually set in large type.

Justification — Extending all lines to equal length on both right and left margins. Most desktop publishing programs justify by varying the spaces between the words; a few justify each line by altering the spacing between character. Top and bottom margins can be justified, too.

Kern — To adjust the spacing between certain characters to push them apart or bring them closer together. For example, the letters "V" and "A" are often kerned closer together to improve the appearance and readability of the text.

Laser printing — Printing text and graphics with a laser printer (or similar technology, including ion deposition, magnetic, LED array, and liquid crystal shutter). Laser printing typically has a resolution no less than 300 dots per inch, but not more than 450 dpi.

Leading — The blank space between typeset lines. Expressed in points. Type specified as 12/14 means 12 point type with 14 point leading (two points between two lines of text).

Logotype — The title or logo of the publication.

Master item — A graphic element or piece of text that appears on every page of the document. Rules (lines), headers, and footers are examples of master items.

Near-typeset quality — Quality approaching, but not quite, that obtained from professional typesetting equipment. Usually refers to the resolution of the image on the page (dots per inch).

Orphan — The first line of a paragraph, appearing at the bottom of the page, separated from its related text.

PE — Printer's errors. Mistakes in typeset text by the typesetter. See also AA, author's alterations.

Page description language — A computer programming language that defines the size, format, and position of elements on a printed page. PostScript and Interpress are examples of page description languages.

Page makeup — Electronic or manual compilation of formatted text and graphics on a page or series of pages.

Pica — A typesetter's measurement: there are six picas to the inch. Often used to express space, distance, or length between elements on a page.

Point — A typesetter's measurement: there are 72 points to an inch. Often used to describe the size of a particular typestyle.

PostScript — A plain-English computer programming language used expressly for defining printed page layouts (page description). The de facto standard for personal computers. PostScript is usually contained in the output device — (that is, the printer or typesetting machine).

Printer driver — A specialized software program used to convert data from an application to a form useable by the printer or other output device.

Proof — Copy of typeset text used for correction purposes.

Pull quote — A passage of text taken from the body copy and highlighted on the page in large type.

Resolution — The clarity of an image, either viewed on a computer screen or printed on paper. Resolution is the absolute measurement of picture elements (pixels) within a specific area, usually one linear or square inch.

Rule — A line.

Signature — Pages bound together to form one unit. The number of sheets of paper in a signature can vary. Books are usually made up of a series of 16 page signatures, for example.

Serif — A typeface where a fine line finishes off the stroke of each character. The typeface used in this publication has a light serif. Serif typefaces are generally considered easier to read. Typefaces that lack the fine line finishing off the stroke of each character are non-serif, or sans-serif. These are often used for short blocks of text and for some headlines.

Snap-to Grid — An automatic alignment feature found in some page makeup and graphics programs that aligns the edges of elements to an invisible grid.

Standing element — Elements (text or graphic) that repeat with each issue of a publication.

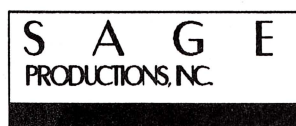
Subheads — Minor headings interspersed within the main body copy.

Thumbnail — A simple sketch showing the elements of the page layout.

Track — Adjusting the horizontal distance between letters to eliminate gaps between words.

Widow — The last line of a paragraph, appearing at the top of the page, separated from its related text.

WYSIWYG — Acronym for "what you see is what you get." The ability to preview the style, content, and form of the page on the computer screen exactly as it will appear when printed.



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After creating the notes for the desired cells, save your notepad to disk using the Open Apple - N command. Use the name:

/DISK/NOTE.IT

Substitute the name of your disk for the word DISK.

Before starting the macro shown next, recall this saved pad with the Notepad's Open Apple - N command and the *Recall* option. Now here's the macro:

```
N:<asp posn A,B: $1 = str$ A:
$2 = str$ B: $3 = $1 + $2: $0 =
"note pad": oa-esc: find rtn oa-1
oa-F rtn oa-Y print $3><rtn>!
```

Simply move to the desired cell and press Solid Apple - N to get the note page associated with the cell you're on. If desired, you can build a macro that pre-loads the correct notepad. You could start with this macro, then move to macro N. Here's an example:

```
L:<asp: $0 = "note pad": oa-esc:
find rtn oa-N>R<oa-Y>/DISK
<rtn oa-Y>NOTE.IT<rtn esc esc
sa-N>!
```

This macro begins by loading the NOTE.IT pad from the disk called /DISK. It then moves to macro N. You would run macro L once, then macro N for all subsequent notes.

What the Macro is Doing

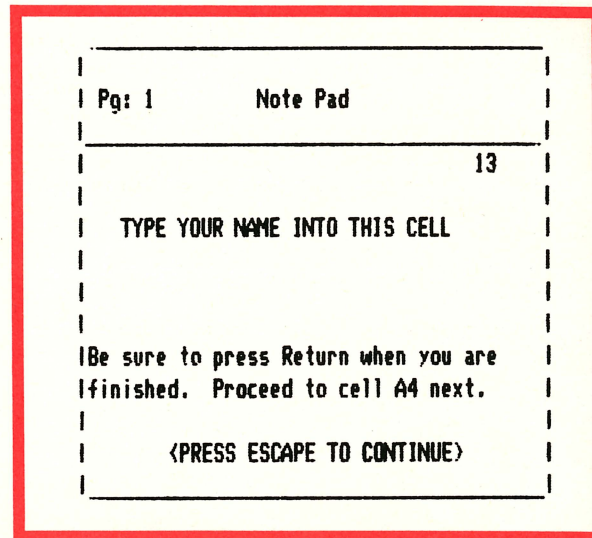
To briefly summarize what this macro is doing...first, it locates the position of the current cell with the POSN command. This command converts the column letters to numbers, so you need the number equivalent of the columns (which is the purpose for macro O).

Next, this macro takes the numeric values of the row and column (variables A and B) and converts them to strings 1 and 2 and combines them into string 3,

which now holds the numeric equivalent of the cell coordinates.

The rest of the macro calls up the Notepad, jumps to the beginning of the pad and then searches for the cell currently stored in variable 3, which should have a page in the Notepad.

Figure 1: Example of a Notepad page setup for a spreadsheet cell. The information on the page deals exclusively with the cell itself. Notice the number in the upper right corner of the page. This number was produced by using Macro O.



Blank Cells and Calculations

In issue 2-1 of Exclusive Reference, we listed a patch that would let you calculate the contents of a cell to be blank. In other words, your spreadsheets could show calculated cells as blank instead of putting zeros in them. If you work with spreadsheets a lot, you'll find this very helpful for cleaning them up.

The patch blanks out the @NA string, so that any cell calculating to NA would appear blank. Unfortunately, calculations made on cells containing NA result in NA. The fact that NA appears blank makes no difference.

If, for example, you sum the cells in a column that is using the blank cells tech-

nique, the sum will turn out blank also - if just one of the cells in the column is blank.

The spreadsheet setup in the figure gets around the problem. The formulas in column B test if the value of cell A1 is "1". If so, then any desired calculation is performed; if the calculation requires a blank cell as one of its options, make it refer to cell A2 as shown in cell B1. If the value of A1 is not "1" then the cell returns its own value.

The formula in cell B6 adds the column of numbers. It also checks that cell A1 is equal to "1" before performing the calculation. If A1 is not equal to "1", this formula returns its own value.

Begin with a "1" in cell A1 and a zero in cell A2; then calculate the formulas. The summation formula will come up with the correct value and the column of numbers will show zeros instead of blanks where applicable. Next, enter a zero in cell A1 and then change A2 to @NA. The appropriate cells in the column will go blank, but the sum will stay the same. Be sure to change the two values back before making any changes to the worksheet.

File: BLANK CELLS PRO		REVIEW/ADD/CHANGE
A	B	C
111	QIF(A1=1,QIF(C999=0,A2,C999	
210	QIF(A1=1,C25+1,B2)	
31	QIF(A1=1,1+1,A2)	
41	QIF(A1=1,1+1,A2)	
51		
61	QIF(A1=1,QSUM(B1...B4),B6)	
71		
81		
91		
101		
111		
121	412	
131		
141		
151		
161		
171		

Letters

Playing with Paragraphs

I would like it if AppleWorks gave me the ability to change my mind about indented paragraphs after they have been entered. In Word Perfect, if I want to change this letter's block-style paragraphs to indented ones, I simply press the Tab key at the beginning of the paragraph. I can't do that with AppleWorks. Life is a lot easier when one is allowed to change one's mind now and then.

Harriett R. Speegle
Irvine, California

The only way to adjust a paragraph in AppleWorks after it has been typed is with the space bar. Using the insert cursor, move to the first line and press the space bar five times to indent five spaces. You can use a macro to automate this task. Here's one in Ultra Macros format:

```
A:<awp: find: oa-right oa-right
space space space space space:
sa-A rpt>!
```

This macro will insert five spaces at the beginning of each paragraph of the document. Here's another for removing the indentation on non-block documents:

```
B:<awp: find: oa-right oa-right
del del del del del rtn: sa-B rpt>!
```

If anyone requests it, we'll create a similar macro using Key Player, AutoWorks, or Super MacroWorks.

AutoWorks is the Answer

Regarding your letter about "Fixing Text Positions in Mail Merge" (Issue 1-5, page 75), I call your attention to a feature of AutoWorks by the Software Touch. The program has two types of mail merge: one for letters and another for "filling out forms." The second method lets you hold the positions of the merged items.

Jim Murphy

Calculations in the Database

In the last issue of the Journal you published a macro that would add the values of two categories and display the results in another category. The idea is great. However, it seems to me that you took the long way around the barn. There is no need to mess with the Time Out Desktools Calculator. Try this with Ultra Macros:

```
B: <adb><$1=" ": $2=" ":up up
$1 = cell: rtn: $2 = cell: rtn: A=
val $1: B= val $2: C = A + B:
print C>!
```

As you can see, you can use the power of VAL in a macro the same way as you would in a BASIC program. It works just as well as the calculator, but faster. Let's hear it for Ultra Macros!

Bill Materse
San Jose, California

Eight-Inch Platen Follow Up

I wrote the letter in last month's issue with the angry comments. I guess you withheld my name because I misunderstood the point

you were making in the article. After reading your clarification, I still have a solution, but I retract the angry overtones.

To print onto all 8 and 1/2 inches on your regular printer, you must first change the Platen Width setting to 8.5 -- not in the document with the Open Apple - O option, but in the "Change a Printer screen" [Figure 1]. Next, you have to change the codes being sent to your interface card to the following:

Control-I 0 N

Now you can return to your word processor document and set a PW of up to 8.5 inches and print in each and every column.

John Ringen
Jamaica, New York

Thanks for the information, John. This technique works fine on Epson printers, but we can't get it to work on our Imagewriters. Other printers are unknown. Also, I suggest using:

Control I 85 N

as the interface code. This directly reflects the new Platen Width you've set.

Update on the Menu Macro

The menu macro that you published (issue 1-4, page 58) is actually a Super MacroWorks-style macro. Here's a macro in UltraMacros style that does the same thing, but also handles the Escape key (and takes less space):

Start

```
A: <all x = key : print chr$ x :
if x = 27 then stop elseoff
if x = 13 then stop elseoff
if x < 49 else if x < 58 then rtn rpt
else rpt>!
```

Randy Brandt
Beagle Bros

Thanks, Randy. This is a much better version.

(As a further explanation, Randy's macro uses the decimal values of the ASCII characters Return (13), Escape (27), and numbers 1 through 9 (49 - 58). These values work with the UltraMacros CHR\$ function, which sends the decimal value to AppleWorks.)

Custom Printer Trick Not Working

In many of your past issues you discuss a trick for custom printers that lets you send Escape codes directly to the printer by entering Escape into the boldface begin and end categories of a custom printer. For example, I followed the procedure in issue 1-2 (page 17) as indicated, then, in the word processor, I added the code:

```
^VO7000  
BEN MOORE  
^VO3200
```

When I printed to the custom printer, I just got the three lines above. I changed the O's to zeros and got the same results.

Thomas Moore
E. Detroit, Michigan

All of the O's in the above example should be zeros except for the last one. That can be any character on the keyboard. But that's not the reason our trick is not working. Sometimes, when you change the printer codes or set up a custom printer, you need to reboot the program before the new codes take affect. Also, be sure that the caret (^) was created with the boldface begin option and that you print to the custom printer containing the special code.

Patch Woes

I have tried every conceivable method I know to get the patch

involving the increasing of printing limits to work and have had absolutely no success. I have read your article over and over thinking that I have missed something. I was pleasantly surprised to see you re-address the problems of issue 1-3 in your follow up in issue 1-4. However, it has not helped. My system crashes when I boot AppleWorks after applying the patches. I am using a clean copy of AppleWorks. What gives? This patch would be really helpful to me in my work.

Daniel G. Finazzo
Eden Prairie, Minnesota

The problems addressed in the follow up article in issue 1-4 are the only ones we have encountered. We can vouch for the patch, since it's working on our copies here. If you are having troubles with this, send us a copy of your clean AppleWorks disk (version 2.0 only) and we'll apply the patch for you here. Please send adequate return postage with your disk and disk mailer (or you might not get anything back).

Label Printing & Alignment

In response to Fred Stahlheber's letter in issue 1-4, there is an even easier and more obvious way to get label printing aligned without waste, when printing AppleWorks database files.

Look over the first couple of records on the screen for a category containing some unique piece of information; something that does not appear elsewhere in the file. Next, use Open Apple - R to set the selection rules for all records containing that unique information (it should be only that one record). When you invoke the print command, only the one record will print; you can make all the adjustments you like and

Open Apple - P will check the results, using just one label at a time.

When labels have been aligned, re-invoke the selection rules and set the rules to display all records. No extra records, no extra files, no special buffer requirements, no sweat!

John N. Ayres
Jermyn, Pennsylvania

More on Disk Fixing

Last month, you listed a product that can help you recover information on damaged disks. I would like to recommend another approach that I read in the Open Apple newsletter. For a fee, Pete Johnson of New London, Minnesota will fix your disk and return the saved files (if they can be saved). Write to him at P.O. Box 5, New London, MN 56273.

Randy Hess
San Mateo, California

This might be a good alternative for users in dire need of disk fixing. However, since we did not have time to get the details from Mr Johnson before this issue went to press, we suggest just writing for more information first or writing for issue 4-1 of the Open Apple Newsletter: Box 7651, Overland Park, KS 66207.

Printing from Cursor

In issues 1-1 and 1-2 of the Journal, we printed letters describing problems when printing using the *From cursor* option -- the printing would be off by a few lines. We got more than a few letters from readers who had discovered the same fix, which is printed in issue 1-2, page 27.

Since then, we've discovered the real reason for the problem and the best way to avoid it. When printing using the *From cursor*

option, make sure that your cursor is in column 1 of the line that you are printing from. If it's in the middle of the line, you will experience the inaccuracies.

Remember 1982?

I bought a Thunderclock card and it has done just fine in supplying time and date info to AppleWorks files. That is, until January 1, 1988! On new year's day, the clock gave me January 1, 1982. As you probably know, AppleWorks will not accept that date upon startup.

The Tunderware people said I needed version 1.4 of ProDOS for the IIe. I tried to load version 1.4, obtained from a IIGs user's disk, but I got either "Can't load ProDOS" or "IIGs hardware is required." Can you help those of us who want to move into 1988 without such problems?

Lloyd E. Dean
Bartlesville, Oklahoma

You do, in fact, need version 1.4 of ProDOS to fix this problem. This version comes with the IIGs. The file you want to use to replace your old ProDOS 1.1.1 is called P8 and is found in the System folder on the IIGs finder. If you are not using the finder, its pathname would be

/DISK/System/P8

(of course, you need to add the name of your IIGs system disk in place of "/DISK".) After you move it to your startup disk, you should rename this file to PRODOS or you will get one of the messages you've listed. Be sure to use a backup disk first.

Keyplayer Macro Clarification

In a past issue, you listed a macro for Keyplayer that would cause the cursor to move down a spreadsheet column when I press

the Return key. This is very handy for numeric keypad work. Your macro does not work as shown:

T:<getstring><down<repeat>

I am anxious to have this feature as I do a lot of numeric work.

T. Gold
Coral Gables, Florida

It's no wonder you could not get that macro to work in Keyplayer, it's not done in correct Keyplayer format. Here's the working version:

```
MACRO(T)
{
  <GETSTRING><DOWN><REPEAT,99,<T>>
}
```

Although it shows a repeat factor of 99 times, we found this macro repeating well past 200 entries. It's really very handy.

Superscripts and Subscripts from the Database

We need a patch or trick that will allow the use of subscripts and superscripts from a database file. Any suggestions?

John W. Curry
Akron, Ohio

We don't know of any patches for this (maybe Randy Brandt will oblige us). But one good solution is to print your database file to the clipboard and move it to the word processor. (You can also print to disk or use mail merge for the data transfer.) Once the information is in the word processor, you can add the scripts with the printer options +B and -B.

Overcoming the 12 File Limit

Do you know how to get more than 12 files on the desktop? I have Applied Engineering's one

meg RamWorks card and have a need for more than 12 files accessible at one time.

Frank W Etzel Jr.
Pittsburgh, Pennsylvania

There is as yet no program that actually increases the number of files you can have on the desktop at one time -- from 12. However, since you have expanded memory, the best way to access more than 12 files quickly, without going to disk, is to set up a RAM disk and place the files onto the RAM disk. Copying files to and from a RAM disk is almost as fast as using the desktop and you have only the usual disk capacity limitations on the number of files you can have.

To view the files, you can use the Time Out FileMaster program, which displays up to 100 files at one time.

Index Available on Disk?

Do you have a disk version of your back issues index available?

Newton Shaffer
Gales Ferry, Connecticut

At this time, we have only the printed version of the index, but we plan to put the whole thing in an AppleWorks database file soon. Our volumes are numbered on a fiscal year, not a calendar year and we're currently half-way through this year. This means you'll be getting a mid-term index soon.

We'll be working with the Fast Find people on a complete index to our Journal available on their impressive search program. They currently have indexes for several major Apple II publications available on disk. Stay tuned.

Patch Suggestion

In reference to the problems your readers have described with the patches to increase the printing limits of AppleWorks (issue 1-3 and 1-4), I also got the "Range Error" and "Program too large" messages. After some experimenting, I found that the problem was with the version of ProDOS I was using. I had used the ProDOS 1.0.1 and found that if I loaded ProDOS 8, version 1.4 that the patches could be made without problems. Version 1.1.1 also gave me the problems. Hope this will help.

Marvin E. Miller
Palm Bay, Florida

Thank you, Marvin, this might just be the tip some people have needed. But we've used ProDOS 1.1.1 here with no problems. If this solution does not work, our offer to apply the patch is still good.

Quote ■■ Unquote

Regarding the Apple IIs as a business machine, this Macintosh product developer has no clue...

"There are no new sales of the Apple IIs. There are only upgrade, replacement and recommendation sales from existing owners. The Apple IIs is not -- and never will be -- perceived by the market as a business machine."

Royal Philip Farros
T/Maker
From MacWeek / Jan 12 88

Okay, that does it! All of you using your Apple II for business have to stop right now! Can you believe it? This is the same mentality that kept the Macintosh out of fortune 500 companies originally. And look at it now.

The Rule of 78 Spreadsheet Template

by John Slack

It seems no matter how you figure it, it always costs more than you expected to pay off a loan. The reason is that banks and lending institutions use the sum of years digits method to determine the amount of early payoff for short-term loans. This method is commonly referred to as the Rule of 78, since the sum of the monthly digits in a year adds up to 78 (that is, $1+2+3+4+...+11+12 = 78$).

The template in this article will calculate a loan payoff schedule using the rule of 78 method. You enter the amount of the loan, the term in years and months, the annual interest rate, and the number of payments per year. The template will calculate the amount of the regular payment, the total number of payments, the total interest paid and the payoff balance after each payment.

Begin by starting a new spreadsheet file from scratch. Now adjust the columns widths using the Open Apple - V command. Increase the widths from 9 to 14 characters by pressing the right arrow 5 times.

Next, use the screen layout shown in Figure 1 to enter the labels onto the worksheet. Be sure to match up the columns and rows. You might want to right justify the entries in rows 15 and 16 using the Open Apple - L command. Finally, use the equals sign to create

the double line in row 17. Your screen should match Figure 1.

Entering the Formulas

The formulas for this spreadsheet are fairly complex. Use the list below as a guide. Enter the information exactly as shown.

```
D10: (12*D5+D6)/12
D11: ((.01*D7*D4/D8)/((1-(1/((.01*
      D7/D8)+1)^(D10*D8))))
D12: 12*D5+D6
D13: +D11*D12-D4
A18: 1
B18: +D13*(D12-A17)/(D12*(D12+1)/2)
C18: +D11-B18
D18: +D4-C18
E18: +B18-E17
A19: @IF(E18>0,@IF(1+A18<D12+1,1+
      A18,0),0)
B19: +D13*(D12-A18)/(D12*(D12+1)/2)
C19: @IF(A19<D12+1,@IF(A19>0,+D11
      -B19,0),0)
D19: @IF(A19>1,+D18-C19,0)
E19: +B19+E18
```

After entering these formulas, the screen will show ERRORS. These will disappear when you enter the data.

It's best to format cells before entering your data. Start by pressing Open Apple - V, then V again, then F, then 2, then Return. Now return to cells D5, D6, D8, D12, A18, and A19 and use Open Apple - L, then E, then V, then F, then 0, then Return. Finally, change the default calculation order from Columns to Rows by entering Open Apple - V then R, then O, then R.

Entering the Data

Suppose you make a purchase for \$6500 at 17.25% interest for 3

years and 6 months with no money down. After paying \$207.23 for ten months, you decide to pay off the loan (on the 11th month). How much will it take? Your accumulated payments are \$2070 and the purchase was for \$6500; that leaves \$4430. Wrong!

To give this problem to the worksheet, place the amount of the loan in cell D4, the term in years and months in D5 and D6 and the interest rate in D7. Enter 12 for the monthly payments in D8.

The worksheet calculates your figures and confirms that your monthly payments are \$207.23 and shows you that the total interest paid, if you kept making payments for three and one half years, is \$2203.67. Wow!

Now, to determine the money needed to pay off the loan, you need the loan payment schedule. This is done by copying the formulas in row 19 as far into the future as you want to see.

Place the cursor on cell A19 and press Open Apple - C, then W. Now press the Right Arrow four times to highlight the cells you want copied and press Return. Move the cursor down one line and press the period key. Finally, move to line 29 or beyond and press Return. When asked for Relative or No change to the cell references, answer *No change* for all cell coordinates with a row number less than 18 and *Relative* for the rest. When finished calculating, the spreadsheet should look like Figure 2.

LOAN PAYOFF SCHEDULE (RULE OF 78)					
Principal	=				
Term in Years	=				
and Months	=				
Annual Interest Rate	=				
Number of Payments/Year	=				
Decimal Year (calc)	=				
Regular Payment (calc)	=				
Total Number of Payments	=				
Total Interest Paid	=				
Payment Number	Interest Earned	Balance Paid	Payoff Balance	Accumulated Interest Earned	
=====	=====	=====	=====	=====	=====

Figure 1: Enter these labels onto the worksheet.

LOAN PAYOFF SCHEDULE (RULE OF 78)					
Principal	=		6500.00		
Term in Years	=		3		
and Months	=		6		
Annual Interest Rate	=		17.25		
Number of Payments/Year	=		12		
Decimal Year (calc)	=		3.5		
Regular Payment (calc)	=		207.23		
Total Number of Payments	=		42		
Total Interest Paid	=		2203.67		
Payment Number	Interest Earned	Balance Paid	Payoff Balance	Accumulated Interest Earned	
-----	-----	-----	-----	-----	-----
1	102.50	104.73	6395.27	102.50	
2	100.06	107.17	6288.09	202.55	
3	97.62	109.61	6178.48	300.17	
4	95.18	112.06	6066.42	395.34	
5	92.73	114.50	5951.93	488.08	
6	90.29	116.94	5834.99	578.37	
7	87.85	119.38	5715.61	666.23	
8	85.41	121.82	5593.80	751.64	
9	82.97	124.26	5469.54	834.61	
10	80.53	126.70	5342.84	915.15	
11	78.09	129.14	5213.71	993.24	
12	75.65	131.58	5082.13	1068.89	

Figure 2: After copying formulas and entering data, your worksheet should look like this. The loan schedule is shown at the bottom.

If you are more than a little upset to find that it will take \$5213.71 to pay off the loan, not the \$4430 that you expected, the reason is in the rule of 78. The rule loads up the front end of a loan with oversized interest payments. The template shows that you will have paid \$993.24 in interest by the 11th month.

Save this template for analyzing loans and early payoffs. You can also use it for determining your interest paid on the loan at tax time. Interest is deductible.

News

SOFTSYNC, INC., makers of Personal Newsletter for the Apple II, are working on an Apple IIGS version of AppleWorks that will use the pull-down menus and mouse interface of the IIGS finder. It will also display graphics on screen with the text and read files directly from AppleWorks.

PLEASE ENJOY your copy of the new Desktop Publishing Newsletter -- inserted this month with our compliments! Those of you who have subscribed, you'll begin with the next issue.

UPDATE! Beagle Bros has updated their Desktools program since our review. The phone dialer, which we mentioned could cause system crashes, has been modified to detect if your modem is not on line. This eliminates the fatal system crashing. Expect a home finance product, a paint program, and a thesaurus for the Time Out series before the AppleFest show in May.

LAST MONTH we gave out the Claris order line for the AppleWorks 2.0 upgrade. Here's the technical service line for Appleworks questions:

(415) 962-0371

Here's their customer relations line for upgrade and other problems:

(414) 962-8946

If they can't answer your questions, you can always call us at:

(619) 455-7513

See the back page for more information about Claris.

Random

MIH ASSOCIATES announces two new AppleWorks templates: Calendar Works and Planner Works. Calendar Works provides two disk sides full of calendar templates for the AppleWorks spreadsheet and database. PlannerWorks offers a host of tools for keeping track of your records and schedule.

MIH Associates
6108 Cedar Lane NW
Canton, OH 44708

HAYES MICRO DISTRIBUTING announces EnergyWorks, a set of professionally made templates that calculate the costs and efficiencies of heating and energy in your home. Created originally by energy consultants, EnergyWorks shows your energy usage, calculates changes in usage due to insulation and changes in fuel sources, and more. Comes with instructions on the disk in AppleWorks files.

Hayes is offering a special price on EnergyWorks for AppleWorks Journal subscribers. Normally \$39.95, you get it for \$24.95. Be sure to tell them you're a subscriber...

EnergyWorks...\$24.95
(206) 244-2940

LARRY ROSEN CO. announces Investment IRR Analysis, a set of AppleWorks templates for stocks, bonds and real estate IRR analysis. The templates compute year-by-year cash flow and the pre-tax and after-tax rates of return. Handles up to 40 years for bonds, 20 years for stocks and 15 years for real estate.

Investment Analysis...\$89.00
Larry Rosen Co
7008 Springdale Rd
Louisville, KY 40241
(502) 228-4343

INFO-MED introduces AppleWorks templates for property and casualty insurance agents, called Agent Organizer Program. Templates include 19 reference checklists, 18 proposal forms, rating worksheets, organization forms, Work Comp retention calculations, and more. Mention the AppleWorks Journal and get an extra bonus disk free.

Agent Organizer Program....\$69.95
P.O. Box 24412
Jacksonville, FL 32241
(904) 723-2771

JUST ASK US and we'll review any AppleWorks related product: templates, add-ons, books, or training materials that you've heard about here or elsewhere.

SAGE PRODUCTIONS announces TestMaker, a test writing program for teachers that uses AppleWorks database and word processing powers to create unique tests for classroom use. Look for more details in the next issue.

TestMaker...\$24.95
5677 Oberlin Drive
San Diego, CA 92121

About the Journal

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Authors

Contributors to the AppleWorks Journal vary from issue to issue. Bylines accompany articles only occasionally. We often research or prepare articles on the suggestions of our readers. Feel free to ask our assistance on any AppleWorks problem.

Letters

Send your comments or questions for the Letters section to the Editor at the address listed above. Be sure to specify exactly what hardware you are using and your version of AppleWorks.

Christopher Van Buren, Editor & Publisher
Trudy Totty, Editorial Assistant
Patty Lee, Circulation & Fulfillment
John Slack, Contributor



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Clariss Report

It's Clear What Claris will do with AppleWorks

When we visited Claris in late January, many of their office cubicles were empty and those that were occupied were not quite "home" yet for the workers. Still, we had the opportunity to discuss their Apple II plans and come away with a sense of their purpose.

Claris Corporation has begun the task for which they were created: marketing Apple's software. In the AppleWorks realm, we've seen the results in their use of advertising (two-page spreads in A+, InCider and others) and in their re-introduction of the 2.0 upgrade offer.

Claris is a bottom line interest. They want profits and they want to market their software like a real software company -- not like Apple. And that point has shown itself in the \$75 price tag for the 2.0 upgrade offer.

But Claris has been criticized by many in the Apple II community for taking the revenues from AppleWorks and putting them into development for the Macintosh, leaving the Apple II line "for the rest of us."

This mentality, of course, comes from Apple. The attempt to push the Apple II line out of business and into the home and K12 school market is Apple's way of insuring the Macintosh market. And although Claris is a separate company, it is the seed of Apple and will grow in Apple's direction. So Claris confirmed the reports: AppleWorks dollars will, in fact, be spent on the Macintosh.

But consider this a blessing in disguise. The Apple II software industry has been dominated by third party developers for years. There is no reason why it will not continue to be. In fact, it's probably more

healthy that way. It makes room for company's like Beagle Bros and Pinpoint.

Of course, Claris will not ignore AppleWorks. Not by a long shot! Claris spends more for AppleWorks technical service than for any other product. In March, your friendly editorial staff here at Sage Productions will hold AppleWorks training sessions for their customer service staff (that's an obvious sign of good judgement on their part). And Claris has every intention of keeping AppleWorks updated from time to time. We can confirm that Claris is putting together a new version because they've asked us for our AppleWorks "wish list". Here's what we've told them to put into the next version:

Text evaluation formulas in the spreadsheet. 🍏 Spreadsheet linking. 🍏 Ability to establish print areas in the spreadsheet for repetitious printing. 🍏 Imbedded printer options for the spreadsheet. 🍏 More categories per record in the database. 🍏 More flexible labels reports for form printing. 🍏 Ability to enter spreadsheet-like formulas in database categories, in reports and in the layout. 🍏 ability to see all categories in the multiple record layout screen. 🍏 Ability to enter printer codes in report printing. 🍏 Ability to enter text into the report layouts. 🍏 Better header and footer control in database reports. 🍏 Increased printing limits from 9 to 999 in all modules. 🍏 Automatic recognition of expanded memory -- all brands -- and optional auto-load. 🍏 More advanced user interface for experienced users (for example, turn off the "are you sure you want to do this" prompts.) 🍏 Ability to place more than 12 files on the desktop.

🍏 Better handling of pathnames, such as the ability to list subdirectories available. 🍏 Ability to specify negative numbers in the IN option of the word processor. 🍏 Ability to enter multi-line headers and footers. 🍏 Ability to alter printer options for built-in printers, including extra space for adding more features. 🍏 More keyboard equivalents for word processor printer options. 🍏 Printer options remain on until turned off. 🍏 On screen justification. 🍏 Ability to import graphics into word processor files easily. 🍏 Right justification in the word processor. 🍏 Better handling of blocks in the spreadsheet. 🍏 More cursor movements in the word processor, such as jumping between paragraphs and to the ends of lines. 🍏 Ability to access Mouse Text characters in all modules. 🍏 Ability to find and replace using all ASCII characters and printer options. 🍏 Date math for the database and spreadsheet and better date formatting.

We're sure our readers can think of even more...so write down your AppleWorks wish list and send it to us. Claris is listening! That's the real test of their dedication to AppleWorks. If even a few of our items make the next version, Claris will make a lot of friends.

So Claris can spend AppleWorks revenues wherever they want as far as we're concerned -- just as long as they keep updating AppleWorks and provide quality support, and don't play Apple's game of sending out propaganda that claims the Apple II is no good for business. We'll be able to prove them wrong every time!